



Florida Government Finance Officers Association, Inc
Meeting of the Board of Directors

Friday, March 31, 2023

**Embassy Suites
8978 International Drive, Orlando
Manatee Room**

9:00 am



FGFOA Mission

The FGFOA is dedicated to being your professional resource by providing opportunities through Leadership, Education, Networking and Information

Leadership

- Providing opportunities for individual development
- Recognition of the FGFOA's governmental finance expertise
- Recruiting, mentoring and promoting leaders within our organization
- Recognizing member achievements

Education

- Creating balanced and cost-effective educational programs
- Utilizing various methods of delivery
- Enhancing cooperative training partnerships
- Promoting attainment and retention of certified officials

Networking

- Promoting relationships among peers
- Cultivating strong relationships with other organizations
- Enhancing relationships with the Local Chapters

Information

- Delivering information through innovation
- Providing feedback and analysis on emerging legislative and technical issues
- Facilitating information sharing for members

ATTENDANCE - FGFOA BOARD MEETING

March 31, 2023

NOT
PRESENT

PRESENT

OFFICERS

Jonathan McKinney
Frank DiPaolo
Rip Colvin

DIRECTORS

Melissa Burns
Bryan Cahen
Nicole Jovanovski
Missy Licourt
Olga Rabel
Rebecca Schnirman
William Spinelli
Kelly Strickland

1st Term

2019-2022
2020-2023
2022-2025
2021-2024
2020-2023
2022-2025
2018-2021
2018-2021

2nd Term

2022-2025

2021-2024
2021-2024

3rd Term

IMMEDIATE PAST PRESIDENT

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Shannon Ramsey-Chessman

COMMITTEE CHAIRS

Jeremy Baker
Lorrie Brinson
Anna Otiniano
Sharon Almeida
Lewis Chazan
Elizabeth Walter
Derek Noonan, Co-Chair
Stephen Timberlake, Co-Chair

Certification Committee
Conference Program Committee
Educational Programs Committee
Event Host Committee
Professional Development Committee
2023 SOGF Committee
Technical and Legislative Resources Committee
Technical and Legislative Resources Committee

CHAPTER PRESIDENTS

Jim Cooke
Tim Villarosa
Anthony Cobb
Brett Allmond
Lynn Stone
Cathy Larson
Melissa Licourt
Rebecca Tew
Mindy Miller
Annette Otiniano
Cindy Emshoff
Cary Myers
Jennifer Hill
Lory Irwin

Big Bend Chapter
Central Florida Chapter
Florida First Coast Chapter
Gulf Coast Chapter
Hillsborough Chapter
Nature Coast Chapter
North Central Florida Chapter
Palm Beach Chapter
Panhandle Chapter
South Florida Chapter
Southwest Chapter
Space Coast Chapter
Treasure Coast Chapter
Volusia Flagler Chapter

OTHERS IN ATTENDANCE

Paul Shamoun
Jill Walker
Karen Pastula

Florida League of Cities
Florida League of Cities
Florida League of Cities



FGFOA BOARD OF DIRECTORS MEETING AGENDA

**DATE/TIME: March 31, 2023
 9:00 am
 Manatee Room**

- I. Call to Order – Jonathan McKinney, President**
- II. Roll Call**
- III. Consideration of Minutes – January 20, 2023**
- IV. Report of Officers**
 - A. President – Jonathan McKinney**
 - B. President Elect – Frank DiPaolo**
 - 1. Appointment of 2023 Committee Chairs**
 - 2. Policy and Procedures for Board of Director Meeting Attendance**
 - C. Secretary Treasurer – Rip Colvin**
 - 1. Financials**
 - 2. Approval of 2022 Audit**
- V. Executive Director – Paul Shamoun**
 - 1. 2023 Annual Conference Registration Fees**
 - 2. Showstoppers Event Cancellation Insurance Quote**
 - 3. Directors and Officers Insurance Quote**
 - 4. Amendment to the Policies and Procedures**
 - 5. Membership Report**
 - 6. Investment Report**

VI. Committee Chairs

- 1. Certification Committee – Jeremy Baker**
 - a. Committee Update**
 - b. CGFO Testing Options**
- 2. Conference Program Committee – Lorrie Brinson**
 - a. Committee Update**
- 3. Educational Programs Committee – Anna Otiniano**
 - a. Committee Update**
- 4. Event Host Committee – Sharon Almeida**
 - a. Committee Update**
- 5. Professional Development Committee – Lewis Chazan**
 - a. Committee Update**
- 6. School of Governmental Finance Committee – Elizabeth Walter**
 - a. Sub-Committee Chair Meeting**
- 7. Technical and Legislative Resources Committee – Co-Chair, Derek Noonan and Co-Chair, Stephen Timberlake**
 - a. Committee Update**
 - b. Committee Manual Policy & Procedures**

VII. Other Business

- VIII. Next Meeting – Friday, June 29, 2023, Rosen Shingle Creek, Orlando in conjunction with the Annual Conference**

**FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES**

January 20, 2023

The meeting of the FGFOA Board of Directors took place at the World Golf Village Renaissance St. Augustine Resorts, St. Augustine, on Friday, January 20, 2023.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

President – Jonathan McKinney, Finance Director, City of Port Orange
President-Elect – Frank DiPaolo, Director of Finance, City of Dania Beach
Secretary-Treasurer – Rip Colvin, Executive Director, Justice Administrative Commission
Director, Melissa Burns, Director of Finance, City of Atlantic Beach
Director, Bryan Cahen, Budget Director, City of Weston
Director, Nicole Jovanovski, Director of Finance, Sarasota County
Director, Olga Rabel, Inspector General, Clay County Clerk of the Circuit Court and Comptroller
Director, Rebecca Schnirman, Director of Financial & Support Services, Palm Beach County
Director, Kelly Strickland, Director of Financial Administration, City of Sarasota
Director, Bill Spinelli, Chief Financial Officer, Brevard County Sheriff's Office

COMMITTEE CHAIRS

Jeremy Baker, Certification
Lorrie Brinson, Conference Program
Anna Otiniano, Educational Programs
Lewis Chazan, Professional Development
Derek Noonan, Co-Chair, Technical and Legislative Resources
Stephen Timberlake, Co-Chair, Technical and Legislative Resources

STAFF

Paul Shamoun, Florida League of Cities
Jill Walker, Florida League of Cities
Karen Pastula, Florida League of Cities

CALL TO ORDER

There being a quorum, President McKinney called the January 20, 2023, meeting of the FGFOA Board of Directors to order at 8:53 a.m.

PRESIDENT REPORT

Minutes

President McKinney presented the minutes from the November 4, 2022, FGFOA Board meeting for review.

President-Elect DiPaolo moved, seconded by Mr. Cahen, to accept the minutes from the November 4, 2022, FGFOA Board meeting as submitted. Motion passed unanimously.

2023 Annual Conference Schedule

President McKinney suggested changes for the upcoming 2023 Annual Conference that more aligns with the members requests. He has recommended the Annual Conference Program Committee offer Ethics virtually this year instead of in-person. This would allow the most members to meet their end of year requirement while opening a session for another speaker in the line-up. He also suggested no head table

at the official business meeting so there's less distractions. The Tuesday Business meeting will now be broken into two sections. There will be a Tuesday Luncheon and Awards ceremony to recognize the many achievements over the past year, and a Wednesday breakfast for the official meeting and changing to the new President.

Mr. Colvin moved, seconded by President-Elect DiPaolo, to accept these changes as suggested, to be implemented at the 2023 Annual Conference. Motion passed unanimously.

Appointment to Lifetime Achievement Award Committee

President McKinney presented his appointment of committee members to serve on the Lifetime Achievement Award Committee as follows: Past President, Shannon Ramsey-Chessmen; Past President, Ken Burke; President-Elect Officer, Frank DiPaolo; Current Board Member, Bryan Cahen; and member-at-large, Mike Florio.

Mrs. Strickland moved, seconded by Ms. Rabel, to accept these appointments to the Lifetime Achievement Award Committee as submitted. Motion passed unanimously.

PRESIDENT-ELECT REPORT

Appointment for the Chair of the 2023 School of Governmental Finance Committee

President-Elect DiPaolo made his appointment for the Chair of the 2023 School of Governmental Finance Committee which will be Elizabeth Walter, Budget & Grants Manager, South Florida Regional Transportation Authority.

Mr. Cahen moved, seconded by Ms. Burns, to approve the Chair of the 2023 School of Governmental Finance Committee appointment as presented. Motion passed unanimously.

SECRETARY/TREASURER REPORT

September 30, 2022, Financial Statements

Mr. Colvin presented the September 30, 2022, Financial Statements for review and approval.

Ms. Burns moved, seconded by Ms. Rabel, to approve the September 30, 2022, Financial Statements as presented. Motion passed unanimously.

EXECUTIVE DIRECTOR REPORT

Amendment to the Policies and Procedures

Mr. Shamoun presented a red-line version of the Policy and Procedures document for review. The changes reflect the new mission statement approved at the 2022 strategic planning session as well as the new standing committee structure. The board reviewed the document and had some additional changes and clarifications they wanted added. This item will be brought back to the Board at a future meeting.

Membership Report

Mr. Shamoun presented the current membership report. Mr. Colvin requested more historical membership statistics for comparison on future reports.

Mr. Colvin moved, seconded by Mrs. Schnirman, to approve the membership report as presented. Motion passed unanimously.

Investment Report

Mr. Shamoun presented the investment report indicating that due to the high cash position of FGFOA and the low rate of traditional CDs, staff recommends switching to the CDARS CD network. It offers much more attractive rates and is FDIC insured.

President-Elect DiPaolo moved, seconded by Mr. Colvin, to approve the investment report, and to invest in the CDARS CD network, as presented. Motion passed unanimously.

COMMITTEE CHAIR REPORT

Local Chapter President Ad-Hoc Committee

Mr. Spinelli presented the Local Chapter President Ad-Hoc Committee report indicating a change to the bylaws for the FGFOA Local Treasure Coast Chapter. The request was a change of the term in office for the President, President-Elect, and Secretary/Treasurer from one (1) year to two (2) years.

Mr. Colvin moved, seconded by Mrs. Strickland, to approve the updated Treasure Coast Chapter Bylaws as presented. Motion passed unanimously.

CGFO Certification Committee

Mr. Baker presented the CGFO Certification Committee report stating there are now 553 active CGFOs which is an increase of 5 who earned their certification at the Fall exams. There are currently 276 CGFO candidates, which includes 15 new candidates since October. The Committee would like to highlight the concern that 85 of these candidates are at risk of not completing their certification requirements within their 5-year period due to CGFO testing being cancelled because of Hurricane Ian. Spring reviews and exams are currently being scheduled and the Committee is preparing to audit the required 25% of CGFO renewals and recommends an extension of the deadline to obtain Certification.

President-Elect DiPaolo moved, seconded by Mrs. Strickland, to approve a two-year extension of the deadline to obtain Certification. This extension is not automatic. A request must be submitted before February 28, 2023. All requests will be automatically approved. Motion passed unanimously.

A further concern is a request for a renewal extension, also due to the same factors. President McKinney gave the presiding gavel to President-Elect DiPaolo for this vote.

President McKinney moved, seconded by Mr. Cahen, to a one-year extension for CGFOs with a renewal of June 30, 2022. Additionally, their renewal will be permanently changed from even years to odd years. This means their renewal was due on June 30, 2022, will be due June 30, 2023. Thus, the following renewal will be on June 30, 2025. Motion passed unanimously.

CGFO Testing Options

The Scantron system currently used for the CGFO Certification program is reaching the end of its usefulness as the software and CPU are outdated. The Board believes it is time to find an online option for testing. Mr. Shamoun will reach out to the University of Georgia and Florida State University, Mr. Baker will reach out to Florida International University to research options and pricing for online testing as well as updating the online test bank previously provided by the University of Georgia. This new information will be reported at the March 31, 2023 Board meeting.

Conference Program Committee

Ms. Brinson gave the Annual Conference Committee report for the 2023 Annual Conference program including speaker names and session titles. These are still subject to change as we move closer to the event. There will now be an “Innovation Awards Luncheon” on Tuesday which will replace a portion of the Tuesday Business Lunch. There will also be a Wednesday morning breakfast which will honor the swearing in of the new president, and remaining business items. She will incorporate these events into the program schedule.

Ms. Brinson further requested approval for headshot photos to be taken at the 2023 Annual Conference. The board liked this idea and requested her to negotiate terms/rates with the photographer up to a daily rate of \$750 instead of charging attendees a rate.

President-Elect DiPaolo moved, seconded by Mr. Colvin, to approve payment to the headshot photographer up to \$750 maximum as a flat fee for an 8-hour block. Motion passed unanimously.

Technical and Legislative Committee

Mr. Timberlake presented the Technical and Legislative Committee report providing an updated version of the Basic Government Resource Manual. He also gave examples of recent e-bulletins sent out by the committee with GASB updates, etc. He also gave upcoming Legislative session dates of importance.

Educational Programs Committee

Mrs. Otiniano presented the Educational Programs Committee report and the updated committee Policy and Procedures manual. There was discussion regarding how many webinars will be allowed each year. It was decided to leave that up to the committee to decide. President McKinney liked the format of this manual and advised the other Committee Chairs to use this as their “template” to revise their manuals and bring them back to the Board for review and approval.

Mrs. Schnirman moved, seconded by Ms. Burns, to approve the updated Policy and Procedures manual noting this change and to use this document as a template for other committees to use. Motion passed unanimously.

Event Host Committee

Mr. Cahen presented the Event Host Committee report regarding the Tuesday night event. He presented details of the schedule for SeaWorld. He requested an increase in the budget to \$120,000 to accommodate these changes including dinner in covered pavilions, free time in the park with a Quick Queue pass for all rides, a fireworks show and exclusive access to the Ice Breaker coaster post-park closing.

Mr. Cahen moved, seconded by Mrs. Jovanovski, to approve increased budget and event updates as presented. Motion passed unanimously.

Professional Development Committee

Mr. Chazan gave the Professional Development Committee report noting the pairings are completed for the Mentor/Mentee program. They are researching the use of a Dynamic Leadership Session as a reunion at the culmination of the program.

NEXT MEETING

The next meeting of the Board of Directors will be held on Friday, March 31, 2023, at the Embassy Suites on International Drive, Orlando, FL.

ATTEST:

Rip Colvin, Secretary/Treasurer



Florida Government Finance Officers Association, Inc.

2022-2023 Board of Directors – President - Elect

Agenda Item

2022-2023

BOARD OF DIRECTORS

OFFICERS

President

Jonathan McKinney

President-Elect

Frank DiPaolo

Secretary/Treasurer

Rip Colvin

DIRECTORS

Melissa Burns

Bryan Cahen

Nicole Jovanovski

Missy Licourt

Olga Rabel

Rebecca Schnirman

William Spinelli

Kelly Strickland

Meeting Date: March 31, 2023

Title of Item: Appointment of 2023-2024 Committee Chairs

Executive Summary, Explanation or Background:

It is my pleasure to recommend the appointment of the following Standing Committee Chairs.

CGFO Certification – Mary Lou Pickles

Conference Program – Sarah Simpson

Educational Programs – Anna Otiniano

Professional Development – Kadem Ramirez

SOGF – Elizabeth Walter

Technical and Legislative Resources – Derek Noonan

Event Host - TBA

Recommended Action:

Approval of Committee Chair recommendations

Frank DiPaolo

Frank DiPaolo, President

March 24, 2023

Date



Florida Government Finance Officers Association, Inc.
2022-2023 Board of Directors - Secretary-Treasurer
Agenda Item

2022-2023

Meeting Date: March 31, 2023

BOARD OF DIRECTORS

Title of Item: Financials

OFFICERS

President

Jonathan McKinney

Executive Summary, Explanation or Background:

Attached are the financials as of December 31, 2022.

President-Elect

Frank DiPaolo

Recommended Action:

Secretary/Treasurer

Rip Colvin

For review and approval

DIRECTORS

Melissa Burns

Bryan Cahen

Rip Colvin

March 17, 2023

Rip Colvin

Name

Date

Missy Licourt

Olga Rabel

William Spinelli

Kelly Strickland

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Comparative Statement of Financial Position

December 31, 2022

	12/31/2022	9/30/2022	6/30/2022	3/31/2022	12/31/2021
ASSETS					
Current Assets:					
Cash - Capital City Bank	545,706	560,323	765,555	775,684	520,735
Investments - Vanguard	16,981	16,834	16,749	16,723	16,722
Investments - CDs	111,049	195,555	195,549	195,542	195,039
Accounts Receivable	1,800	12,055	8,010	1,935	440
Interest Receivable	359	248	134	23	405
Prepaid Expenses	0	0	6,508	12,802	0
Prepaid Conference Expenses	0	0	0	12,561	4,811
Deposits	1,050	1,050	1,000	86,298	51,858
Total Current Assets	676,945	786,065	993,505	1,101,568	790,010
Equipment:					
Computer Equipment	2,162	2,162	2,162	2,162	2,162
Less: Accumulated Depreciation	(2,130)	(2,114)	(2,098)	(2,066)	(2,035)
Net Equipment	32	48	64	96	127
Other Assets					
Deposits	4,000	4,000	4,000	5,000	2,500
Total Other Assets	4,000	4,000	4,000	5,000	2,500
Total Assets	680,977	790,113	997,569	1,106,664	792,637
LIABILITIES AND NET ASSETS					
Current Liabilities:					
Deferred Income	0	0	0	293,115	2,162
Accounts Payable	51,127	40,758	450,227	89,584	51,300
Total Current Liabilities	51,127	40,758	450,227	382,699	51,300
Unrestricted Net Assets	629,850	749,355	547,342	723,965	741,337
Total Liabilities and Unrestricted Net Assets	680,977	790,113	997,569	1,106,664	792,637

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities For the Six Months Ended December 31, 2022

	QTR 1	QTR 2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	7/1/2022	10/1/2022	1/1/2023	4/1/2023	7/1/2022	7/1/2022	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	9/30/2022	12/31/2022	3/31/2023	6/30/2023	12/31/2022	6/30/2023	SPENT	DATE
REVENUES								
Membership Dues	119,850	9,950	0	0	129,800	150,000	87%	(20,200)
Investment Income	205	262	0	0	467	4,000	12%	(3,533)
Annual Conference	0	0	0	0	0	700,500	0%	(700,500)
School of Governmental Finance	119,675	(72,375)	0	0	47,300	137,205	34%	(89,905)
Pre Conference Seminars	0	0	0	0	0	25,000	0%	(25,000)
Leadership FGFOA	0	0	0	0	0	19,900	0%	(19,900)
Boot Camps	12,760	(4,360)	0	0	8,400	92,400	9%	(84,000)
CGFO Fees	11,150	(3,000)	0	0	8,150	36,000	23%	(27,850)
TOTAL REVENUES	263,640	(69,523)	0	0	194,117	1,165,005	17%	(970,888)
EXPENSES								
Professional Services:								
Florida League of Cities, Inc.	33,250	33,250	0	0	66,500	133,000	50%	(66,500)
Auditor Fees	0	0	0	0	0	14,000	0%	(14,000)
Total - Professional Services	33,250	33,250	0	0	66,500	147,000	45%	(80,500)
Meeting Expenses:								
Board of Directors	3,761	6,698	0	0	10,459	36,500	29%	(26,041)
Strategic Planning	0	0	0	0	0	6,000	0%	(6,000)
GFOA Conference	0	0	0	0	0	7,500	0%	(7,500)
GFOA Reception	0	0	0	0	0	7,500	0%	(7,500)
Total - Meeting Expenses	3,761	6,698	0	0	10,459	57,500	18%	(47,041)

	-----	-----	---ACTUAL---	-----	-----	---BUDGET---	---BUDGET---	---BUDGET---
	QTR 1	QTR 2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	7/1/2022	10/1/2022	1/1/2023	4/1/2023	7/1/2022	7/1/2022	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	9/30/2022	12/31/2022	3/31/2023	6/30/2023	12/31/2022	6/30/2023	SPENT	DATE
Training/Education:								
Conference Expenses	0	289	0	0	289	741,900	0%	(741,611)
School of Governmental Finance	2,330	1,583	0	0	3,913	122,850	3%	(118,937)
Pre Conference Seminars	0	0	0	0	0	22,000	0%	(22,000)
Leadership FGFOA	0	0	0	0	0	60,950	0%	(60,950)
Boot Camps	0	1,525	0	0	1,525	72,600	2%	(71,075)
CGFO Expenses	0	0	0	0	0	29,000	0%	(29,000)
NASBA Fees	0	0	0	0	0	5,000	0%	(5,000)
Local Chapter Support	8,410	0	0	0	8,410	10,000	84%	(1,590)
Total - Training/Education	10,740	3,397	0	0	14,137	1,064,300	1%	(1,050,163)
Standing Committees:								
Standing Committee Meetings	0	0	0	0	0	1,000	0%	(1,000)
All Committee Meetings@ Conference	0	0	0	0	0	7,000	0%	(7,000)
Total - Standing Committees	0	0	0	0	0	8,000	0%	(8,000)
Communication to Members:								
Postage & Mailing	291	105	0	0	396	1,000	40%	(604)
Internet Homepage	0	0	0	0	0	500	0%	(500)
Printing & Duplicating	12	147	0	0	159	3,000	5%	(2,841)
Total - Communication to Members	303	252	0	0	555	4,500	12%	(3,945)

	-----	-----	---ACTUAL---	-----	-----	---BUDGET---	---BUDGET---	---BUDGET---
	QTR 1	QTR 2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	7/1/2022	10/1/2022	1/1/2023	4/1/2023	7/1/2022	7/1/2022	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	9/30/2022	12/31/2022	3/31/2023	6/30/2023	12/31/2022	6/30/2023	SPENT	DATE
Administrative Expenses:								
Insurance Expense	4,367	0	0	0	4,367	5,000	87%	(633)
List Serve	1,375	517	0	0	1,892	3,000	63%	(1,108)
Filings and Registrations	0	0	0	0	0	100	0%	(100)
Staff Travel	702	162	0	0	864	3,500	25%	(2,636)
Miscellaneous Expense	490	159	0	0	649	3,500	19%	(2,851)
Credit Card & Bank Fees	6,623	5,531	0	0	12,154	30,000	41%	(17,846)
Depreciation	16	16	0	0	32	200	16%	(168)
Total - Administrative Expenses	13,573	6,385	0	0	19,958	45,300	44%	(25,342)
TOTAL EXPENSES	61,627	49,982	0	0	111,609	1,326,600	8%	(1,214,926)
Increase (Decrease) in Unrestricted Net Assets	202,013	(119,505)	0	0	82,508	(161,595)	(51%)	244,103
Unrestricted Net Assets, Beginning of Period	547,342	749,355	0	0	547,342	547,342		
Unrestricted Net Assets, End of Period	749,355	629,850	0	0	629,850	385,747		

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows
For the Six Months Ended December 31, 2022

Cash Flows From Operating Activities

Receipts from Members and Associates	199,860
Interest and Dividends	243
Fees Paid to Florida League of Cities	(92,258)
Payments to Vendors	<u>(411,962)</u>

Net Cash Used by Operating Activities **(304,117)**

Cash Flows from Investing Activities

Proceeds from Investments	84,510
Purchase of Investments	<u>(10)</u>

Net Cash Provided by Investing Activities **84,500**

Net Decrease in Cash and Cash Equivalents **(219,617)**

Cash and Cash Equivalents - Beginning of Period 782,304

Cash and Cash Equivalents - End of Period **562,687**

Reconciliation of Increase in Net Assets to Net Cash Provided by Operating Activities:

Increase in Net Assets	82,508
Adjustments to Reconcile Increase in Net Assets to Net Cash Used by Operating Activities:	

Depreciation	32
Decrease in Accounts Receivable	5,985
Decrease in Prepaid Expenses	6,508
Increase in Deposits	(50)
Decrease in Accounts Payable	<u>(399,100)</u>

Net Cash Used by Operating Activities **(304,117)**

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION,

2022 School of Governmental Finance
For the Six Months Ended December 31, 2022

	<u>2022 ACTUAL</u>	<u>2022 BUDGET</u>	<u>VARIANCE</u>
REVENUE COMPARISON			
REGISTRATIONS			
Active Member Basic	0	12,375	(12,375)
Active Member Intermediate	0	12,375	(12,375)
Associate Member Basic	0	680	(680)
Associate Member Intermediate	0	1,700	(1,700)
Non Member Basic	0	10,000	(10,000)
Non Member Intermediate	0	8,000	(8,000)
Active Member Week	34,000	31,875	2,125
Associate Member Week	700	1,650	(950)
Non Member Week	4,700	9,750	(5,050)
Cancellation Fees	250	0	250
Exhibitor Fees	0	42,000	(42,000)
Ethics Course	7,650	0	7,650
Hotel Commissions	0	2,800	(2,800)
Room Credits	0	4,000	(4,000)
TOTAL REVENUES	47,300	137,205	(89,905)
EXPENSE COMPARISON			
EXPENSES			
Hospitality Suite	0	10,000	(10,000)
Refreshment Breaks	0	45,000	(45,000)
Welcome Reception	0	15,000	(15,000)
Staff Travel	145	10,000	(9,855)
Internet Cafe/WIFI	0	2,500	(2,500)
Equipment Rentals	0	15,000	(15,000)
Speaker Expense	0	1,000	(1,000)
Speaker Gifts	0	2,000	(2,000)
Postage & Mailing	0	100	(100)
Printing/Duplicating	0	1,000	(1,000)
Meeting Planning Services	0	6,500	(6,500)
Welcome Bags	2,330	2,500	(170)
Insurance	0	2,000	(2,000)
Operating Supplies	0	750	(750)
Service Fee	1,438	7,500	(6,062)
Security	0	2,000	(2,000)
TOTAL EXPENSES	3,913	122,850	(118,937)
INCREASE (DECREASE) IN NET ASSETS	43,387	14,355	29,032

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2022 Annual Conference

For the Six Months Ended December 31, 2022

	<u>2023 ACTUAL</u>	<u>2023 BUDGET</u>	<u>VARIANCE</u>
REVENUE COMPARISON			
OTHER REVENUE			
Exhibitor Fees	0	235,000	(235,000)
Extra Tickets All Events	0	2,000	(2,000)
Golf	0	6,000	(6,000)
Cancellation Fees	0	1,000	(1,000)
Ethics Course Income	0	20,000	(20,000)
Room Credits	0	13,500	(13,500)
Hotel Commissions	0	55,000	(55,000)
TOTAL OTHER REVENUES	0	332,500	(332,500)
REGISTRATIONS			
Member Registrations	0	295,000	(295,000)
Member Late Registrations	0	9,000	(9,000)
Associate Registrations	0	44,000	(44,000)
Associate Late Registrations	0	4,000	(4,000)
Non-Member Registrations	0	15,000	(15,000)
Non-Member Late Registrations	0	1,000	(1,000)
TOTAL REGISTRATIONS	0	368,000	(368,000)
TOTAL REVENUES	0	700,500	(700,500)
EXPENSE COMPARISON			
INSTRUCTIONAL			
Equipment Rental	0	45,000	(45,000)
Speaker per diem/honorarium	0	15,000	(15,000)
Refreshment Breaks	0	195,000	(195,000)
Tuesday Business Luncheon	0	47,000	(47,000)
Monday Lunch	0	30,000	(30,000)
TOTAL INSTRUCTIONAL EXPENSE	0	332,000	(332,000)
SPECIAL EVENTS			
Golf Tournament	0	6,000	(6,000)
Opening Ceremony	0	500	(500)
Association Night	0	38,000	(38,000)
Ethics Course Expenses	289	15,000	(14,711)
Tuesday Event	0	100,000	(100,000)
Hospitality Food, Beverages & Supplies	0	30,000	(30,000)
President's Reception	0	16,000	(16,000)
Emerging Leaders Reception	0	6,000	(6,000)
TOTAL SPECIAL EVENTS EXPENSE	289	211,500	(211,211)

	2023 ACTUAL	2023 BUDGET	VARIANCE
SPECIAL CONFERENCE EXPENSES			
Room Rate Buy Down	0	81,900	(81,900)
Host Committee	0	1,000	(1,000)
Welcome Bags	0	7,500	(7,500)
Speaker Gifts	0	3,500	(3,500)
Transportation	0	8,500	(8,500)
TOTAL SPECIAL CONFERENCE EXPENSES	0	102,400	(102,400)
REGISTRATION/MAILINGS			
Postage/Shipping	0	500	(500)
Printing/Duplicating	0	6,000	(6,000)
Supplies	0	2,000	(2,000)
TOTAL REGISTRATION/MAILING EXPENSE	0	8,500	(8,500)
EXHIBITOR			
Security	0	2,500	(2,500)
Service	0	22,000	(22,000)
TOTAL EXHIBITOR EXPENSES	0	24,500	(24,500)
STAFF EXPENSES	0	15,000	(15,000)
OTHER			
Insurance	0	3,000	(3,000)
Internet Cafe' - High Speed Connections	0	15,000	(15,000)
Miscellaneous	0	5,000	(5,000)
Meeting Planner Services	0	25,000	(25,000)
TOTAL OTHER EXPENSES	0	48,000	(48,000)
TOTAL EXPENSES	289	741,900	(741,611)
INCREASE (DECREASE) IN NET ASSETS	(289)	(41,400)	41,111

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2022-23 CGFO

For the Six Months Ended December 31, 2022

	2023 ACTUAL	2023 BUDGET	VARIANCE
REVENUE COMPARISON			
REGISTRATIONS			
Renewals	2,240	4,000	(1,760)
Application Fee	1,200	3,000	(1,800)
Review Courses	2,700	15,000	(12,300)
Exams	2,010	14,000	(11,990)
TOTAL REVENUES	8,150	36,000	(27,850)
EXPENSE COMPARISON			
EXPENSES			
Food & Beverage	0	13,000	(13,000)
Scantron Maintenance and Supplies	0	500	(500)
Printing and Mailing	0	2,500	(2,500)
Testing Fees	0	10,000	(10,000)
Equipment Rental	0	3,000	(3,000)
TOTAL EXPENSES	0	29,000	(29,000)
INCREASE (DECREASE) IN NET ASSETS	8,150	7,000	1,150

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2022-23 Leadership FGFOA

For the Six Months Ended December 31, 2022

	<u>2023 ACTUAL</u>	<u>2023 BUDGET</u>	<u>VARIANCE</u>
REVENUE COMPARISON			
REGISTRATIONS			
Registration Fees	<u>0</u>	<u>19,900</u>	<u>(19,900)</u>
TOTAL REVENUES	<u>0</u>	<u>19,900</u>	<u>(19,900)</u>
EXPENSE COMPARISON			
EXPENSES			
Hotel Fee	0	15,000	(15,000)
Breaks	0	3,500	(3,500)
Lunch	0	4,500	(4,500)
Dinner	0	7,500	(7,500)
Staff Travel	0	2,200	(2,200)
Equipment Rental	0	4,000	(4,000)
Speaker Expenses and Travel	0	20,000	(20,000)
Awards	0	1,500	(1,500)
Printing/Duplicating	0	750	(750)
Meeting Planning Services	<u>0</u>	<u>2,000</u>	<u>(2,000)</u>
TOTAL EXPENSES	<u>0</u>	<u>60,950</u>	<u>(60,950)</u>
INCREASE (DECREASE) IN NET ASSETS	<u>0</u>	<u>(41,050)</u>	<u>41,050</u>

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2022-23 Bootcamps

For the Six Months Ended December 31, 2022

	<u>2023 ACTUAL</u>	<u>2023 BUDGET</u>	<u>VARIANCE</u>
REVENUE COMPARISON			
REGISTRATIONS			
Registration Fees	8,400	92,400	(84,000)
TOTAL REVENUES	<u>8,400</u>	<u>92,400</u>	<u>(84,000)</u>
EXPENSE COMPARISON			
EXPENSES			
Refreshment Breaks	0	21,000	(21,000)
Lunch	1,017	17,500	(16,483)
Staff Travel	508	2,000	(1,492)
Equipment Rentals	0	7,000	(7,000)
Speaker Expense	0	21,000	(21,000)
Printing/Duplicating	0	2,100	(2,100)
Room Rental	0	2,000	(2,000)
TOTAL EXPENSES	<u>1,525</u>	<u>72,600</u>	<u>(71,075)</u>
INCREASE (DECREASE) IN NET ASSETS	<u>6,875</u>	<u>19,800</u>	<u>(12,925)</u>

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Supplemental Information

For the Six Months Ended December 31, 2022

Accounts Receivable:

Registration Fees	1,735	Boot Camp & CGFO
Misc.	65	FLC Overpayment
Total Accounts Receivable	<u><u>1,800</u></u>	

Deposits:

Current:

Rosen Shingle Creek	1,000	2023 Annual Conference
The Veranda	50	SOGF BOD Dinner

Non-Current:

Diplomat Hotel	1,500	2025 Annual Conference
Hilton Hotels	2,500	2024 Annual Conference

Total Deposits	<u><u>5,050</u></u>	
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Accounts Payable:

Members	8,285	Refunds
Vendors	592	Various
FLC	42,250	Fees and Expenses
Total Accounts Payable	<u><u>51,127</u></u>	

Miscellaneous Expense:

HootSuite	490	Social Media Account
Synchrony Bank	6	CD early withdrawal fee
BMI	58	Music Lisencing Fee
ASCAP	<u>95</u>	License Fee
Total Miscellaneous Expense	<u><u>649</u></u>	



Florida Government Finance Officers Association, Inc.

2022-2023 Board of Directors - *Secretary-Treasurer*

Agenda Item

2022-2023 BOARD OF DIRECTORS

OFFICERS

President

Jonathan McKinney

President-Elect

Frank DiPaolo

Secretary/Treasurer

Rip Colvin

DIRECTORS

Melissa Burns

Bryan Cahen

Nicole Jovanovski

Missy Licourt

Olga Rabel

Rebecca Schnirman

William Spinelli

Kelly Strickland

Meeting Date: March 31, 2023

Title of Item: Approval of the 2022 Audit

Executive Summary, Explanation or Background:

The Audit Committee met by phone on Thursday, February 16, 2023, to discuss the 2022 FGFOA Audit as presented by Shorstein and Shorstein. The FGFOA received an "Unmodified" or clean opinion. Mrs. Shannon Ramsey-Chessman made the motion to approve the audit as presented, Mrs. Jamie Roberson seconded the motion. The motion passed unanimously.

Recommended Action:

Approval of the 2022 audit

Rip Colvin

Name

March 17, 2023

Date

SHORSTEIN & SHORSTEIN, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

8265 BAYBERRY ROAD

JACKSONVILLE, FLORIDA 32256

JACK F. SHORSTEIN, C.P.A., J.D. (1929-2014)

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BEVERLY W. PARKER, C.P.A.

MICHAEL H. BROSS, C.P.A.

MARINA CUNNINGHAM, C.P.A.

February 8, 2023

To the Audit Committee of the Florida
Government Finance Officers Association, Inc.

We have audited the financial statements of the Florida Government Finance Officers Association, Inc. for the years ended June 30, 2022 and 2021, and have issued our report thereon dated February 8, 2023. Professional standards require that we provide you with the following information related to our audits.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated July 18, 2022, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audits of the financial statements do not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audits

We performed the audits according to the planned scope and timing previously communicated to you.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Florida Government Finance Officers Association, Inc. are described in Note 1 to the financial statements. No new accounting policies were adopted during the current year and the application of existing policies was not changed during the years ended June 30, 2022 and 2021. We noted no transactions entered into by the Association during either year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The disclosures in the financial statements are neutral, consistent and clear.

Difficulties Encountered in Performing the Audits

We encountered no significant difficulties in dealing with management in performing and completing our audits.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audits, other than those that are trivial, and communicate them to the appropriate level of management. No such misstatements were identified.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audits.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated February 8, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Association's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Association's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition to our retention.

This information is intended solely for the use of the Audit Committee and management of the Florida Government Finance Officers Association, Inc. and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Sharsten + Sharsten, P.A.

FLORIDA GOVERNMENT FINANCE
OFFICERS ASSOCIATION, INC.

FINANCIAL STATEMENTS

JUNE 30, 2022 AND 2021

Florida Government Finance Officers Association, Inc.
Financial Statements
June 30, 2022 and 2021

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SHORSTEIN & SHORSTEIN, P.A.
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MARINA CUNNINGHAM, C.P.A.

February 8, 2023

Independent Auditor's Report

To the Board of Directors of the
Florida Government Finance
Officers Association, Inc.:

Opinion

We have audited the accompanying financial statements of the Florida Government Finance Officers Association, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Florida Government Finance Officers Association, Inc. as of June 30, 2022 and 2021, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Florida Government Finance Officers Association, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Florida Government Finance Officers Association, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Florida Government Finance Officers Association, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Florida Government Finance Officers Association, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Shawstein + Shawstein, P.A.

Florida Government Finance Officers Association, Inc.
*STATEMENTS OF FINANCIAL POSITION
June 30, 2022 and 2021

ASSETS

	<u>2022</u>	<u>2021</u>
<u>Current Assets</u>		
Cash and Cash Equivalents	\$ 782,304	\$ 478,963
Investments	195,549	195,022
Accounts Receivable - Other	8,144	552
Deposits	1,000	37,358
Prepaid Expenses and Other Current Assets	6,508	5,819
Total Current Assets	<u>993,505</u>	<u>717,714</u>
<u>Equipment</u>		
Computers and Equipment	2,162	2,162
Less: Accumulated Depreciation	<u>(2,098)</u>	<u>(1,971)</u>
Net Equipment	<u>64</u>	<u>191</u>
<u>Other Assets</u>		
Deposits	<u>4,000</u>	<u>2,500</u>
Total Other Assets	<u>4,000</u>	<u>2,500</u>
Total Assets	<u>\$ 997,569</u>	<u>\$ 720,405</u>

LIABILITIES AND NET ASSETS

<u>Current Liabilities</u>		
Accounts Payable	\$ 450,227	\$ 78,053
Deferred Revenues	<u>-</u>	<u>550</u>
Total Current Liabilities	450,227	78,603
<u>Net Assets Without Donor Restrictions</u>	<u>547,342</u>	<u>641,802</u>
Total Liabilities and Net Assets	<u>\$ 997,569</u>	<u>\$ 720,405</u>

*The accompanying notes are an integral part of these financial statements.

Florida Government Finance Officers Association, Inc.
*STATEMENTS OF ACTIVITIES
For the Years Ended June 30, 2022 and 2021

	Year Ended June 30, 2022	Year Ended June 30, 2021
<u>Revenues</u>		
Membership Dues	\$ 144,700	\$ 141,050
Conference Revenue	649,544	218,690
School of Governmental Finance	141,905	50,100
Investment Income	538	1,502
Leadership FGFOA	19,900	-
Other Programs (CGFO, Boot Camps, Divergent)	97,280	49,890
Total Revenues	<u>1,053,867</u>	<u>461,232</u>
<u>Expenses</u>		
Conference Expenses	706,744	50,160
School of Governmental Finance	104,909	16,484
Seminars	31,583	-
Leadership FGFOA	68,230	-
Other Programs (CGFO, Boot Camps, Divergent)	121,487	69,115
Management and General	115,374	89,466
Total Expenses	<u>1,148,327</u>	<u>225,225</u>
<u>(Decrease) Increase in Net Assets Without Donor Restrictions</u>	(94,460)	236,007
<u>Net Assets Without Donor Restrictions, Beginning of Year</u>	<u>641,802</u>	<u>405,795</u>
<u>Net Assets Without Donor Restrictions, End of Year</u>	<u>\$ 547,342</u>	<u>\$ 641,802</u>

*The accompanying notes are an integral part of these financial statements.

Florida Government Finance Officers Association, Inc.
*STATEMENTS OF CASH FLOWS
For the Years Ended June 30, 2022 and 2021

	Year Ended June 30, 2022	Year Ended June 30, 2021
<u>Cash Flows from Operating Activities</u>		
Receipts from Members and Associates	\$ 692,310	\$ 460,310
Receipts from Exhibitors and Hotel Sites	352,859	25,165
Interest and Dividends	556	1,904
Fees Paid to Florida League of Cities, Inc.	(145,173)	(132,965)
Payments to Vendors	(596,684)	(111,752)
	<u>303,868</u>	<u>242,662</u>
Net Cash Provided by Operating Activities		
	<u>303,868</u>	<u>242,662</u>
<u>Cash Flows from Investing Activities</u>		
Proceeds from Redemption of Certificates of Deposit	195,530	194,990
Investment in Certificates of Deposit	(196,057)	(196,888)
	<u>(527)</u>	<u>(1,898)</u>
Net Cash Used by Investing Activities		
	<u>(527)</u>	<u>(1,898)</u>
<u>Net Increase in Cash and Cash Equivalents</u>	303,341	240,764
<u>Cash and Cash Equivalents, Beginning of Year</u>	478,963	238,199
<u>Cash and Cash Equivalents, End of Year</u>	<u>\$ 782,304</u>	<u>\$ 478,963</u>

*The accompanying notes are an integral part of these financial statements.

Florida Government Finance Officers Association, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2022 and 2021

Note 1- Organization and Significant Accounting Policies

- A. The Florida Government Finance Officers Association, Inc. (Association) is an organization whose purpose is to promote the improvement of government financial administration in Florida.
- B. The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.
- C. Revenues and expenses are recorded on the accrual basis.
- D. The costs of providing various programs and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.
- E. The Association reports donor-restricted contributions whose restrictions are met in the same reporting period as unrestricted program revenue.
- F. The Association is exempt from federal income taxes under Section 501(c)(6) of the Internal Revenue Code except on net income derived from unrelated business activities.
- G. The Association considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.
- H. The Association maintains a portion of its cash and cash equivalents in bank deposit accounts which, at times, may exceed federally insured limits. The amount on deposit in excess of federally insured limits was approximately \$516,000 at June 30, 2022 and \$212,000 at June 30, 2021. Additionally, approximately \$16,700 was invested in a money-market account at June 30, 2022 and at June 30, 2021, which is not insured. The Association has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk with respect to cash and cash equivalents.
- I. Equipment is recorded at cost. Depreciation is provided on the straight-line method over the estimated useful lives.
- J. Association policy established by the Board of Directors requires that net assets be maintained at a minimum level equal to twice the average monthly operating expenses for the prior three-year period.
- K. Management has evaluated subsequent events through February 8, 2023, the date the financial statements were available to be issued.

Florida Government Finance Officers Association, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2022 and 2021

Note 2 – Investments

The Association held two certificates of deposit as of June 30, 2022 and June 30, 2021. Interest rates for the certificates held at June 30, 2022 were .03% and .4%. Interest rates for the certificates held at June 30, 2021 were .05% and .45%. The certificates held at June 30, 2022 mature September 4, 2022 and March 14, 2023. The certificates held at June 30, 2021 mature September 4, 2021 and March 14, 2022.

These certificates of deposit are not *securities* as defined by current financial accounting standards; therefore, the disclosures about fair-value measurements are not applicable. They are valued at cost plus accrued interest, which approximates fair value due to their relatively short terms.

Investment income is summarized as follows:

	<u>2022</u>	<u>2021</u>
Interest Income	\$ 510	\$ 1,496
Dividend Income	<u>28</u>	<u>6</u>
Total	<u><u>\$ 538</u></u>	<u><u>\$ 1,502</u></u>

Note 3 – Revenue Recognition

Payment of fees for the Association's conference and educational/developmental programs is generally required at the time of registration although in some cases the fees are billed when due, resulting in accounts receivable. The Association recognizes revenue when the events have been completed. Payment of membership dues is required at the beginning of the membership period, which is the fiscal year, and dues revenue is recognized ratably over the same period, since the benefits to Association members are consistent throughout the year. Amounts received in advance are deferred to the applicable periods, resulting in contract liabilities. Beginning and ending balances from these transactions with members are presented on the statements of financial position as accounts receivable and deferred revenues.

Substantially all revenue relates to activities of Association members who are financial professionals serving Florida municipalities, providing stability with respect to the nature, amount and timing of revenue and cash flows.

Florida Government Finance Officers Association, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2022 and 2021

Note 4 – Administrative Fees

The Association engages the Florida League of Cities, Inc. (FLC) to provide administrative services for an annual fee plus reimbursement of certain out-of-pocket expenses. In September 2020, the administrative services agreement was extended through June 30, 2023. The fee arrangement is based on a fee of \$125,000 for the year ended June 30, 2021, with an annual increase of 3% for the next two years.

Administrative fees of \$128,750 and \$125,000 were incurred during the years ended June 30, 2022 and 2021, respectively.

Accounts payable at June 30, 2022 and 2021 included \$373,633 and \$78,053, respectively, in fees and expense reimbursements due to FLC.

Note 5 – Meeting Management Fees

The Association engages FLC to provide meeting management services for the Association's Annual Conference and School of Governmental Finance (SOGF) for fees based on the number of registrants. The Association also engages the FLC to provide meeting management services for the Association's Leadership FGFOA Conference. The contract also provides for reimbursement to FLC for certain out-of-pocket expenses. In September 2020, the current agreement was extended through June 30, 2023 and is cancelable by either party with 120 days written notice.

The rates of \$30 per Annual Conference registrant and \$25 per SOGF registrant remain unchanged. However, should either event offer a virtual registration option, the fee will be \$10 per paid virtual registrant.

Meeting management fees of \$34,570 and \$12,790 were incurred during the years ended June 30, 2022 and 2021, respectively.

Florida Government Finance Officers Association, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2022 and 2021

Note 6 – Liquidity and Availability of Financial Assets

As part of the Association's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due. In addition, the Association invests cash in excess of immediate requirements in a money-market account.

The Association's governing board has designated, from net assets without donor restrictions of approximately \$547,340, a minimum liquidity reserve of \$95,853 as of June 30, 2022.

The Association's financial assets available for general expenditures within one year of the statement of financial position date are as follows:

Cash and cash equivalents and investments	\$ 977,853
Accounts receivable	<u>8,144</u>
Financial assets at year-end	985,997
Board-designated liquidity reserve	<u>(95,853)</u>
Financial assets available for general expenditures within one year	<u><u>\$ 890,144</u></u>

Florida Government Finance Officers Association, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2022 and 2021

Note 7 – Allocation of Expenses

The tables below present expenses by both their nature and their function for June 30, 2022 and 2021:

June 30, 2022	Program Activities						Supporting Activities		
	Annual Conference	SOGF	Seminars	Leadership	Other Programs	Program Subtotal	Mgmt and General	Supporting Subtotal	Total Expenses
Administration Fees	\$ -	\$ -	\$ -	\$ -	\$ 64,375	\$ 64,375	\$ 64,375	\$ 64,375	\$ 128,750
Pre-Conference Expenses	-	-	31,583	-	-	31,583	-	-	31,583
Bank Fees	9,290	9,290	-	-	-	18,580	9,290	9,290	27,870
CGFO Program	-	-	-	-	3,213	3,213	-	-	3,213
GFOA Conference	-	-	-	-	15,428	15,428	-	-	15,428
Meeting Expenses	13,643	13,643	-	-	6,269	33,555	26,393	26,393	59,948
Office and Administrative Expenses	-	-	-	-	3,239	3,239	11,144	11,144	14,383
School of Governmental Finance	-	78,439	-	-	-	78,439	-	-	78,439
Annual Conference	680,275	-	-	-	-	680,275	-	-	680,275
Auditor Fee	3,536	3,537	-	-	-	7,073	3,537	3,537	10,610
Leadership Conference	-	-	-	68,230	-	68,230	-	-	68,230
Boot Camp Conference	-	-	-	-	28,963	28,963	-	-	28,963
Depreciation	-	-	-	-	-	-	127	127	127
Travel	-	-	-	-	-	-	508	508	508
Total Expenses	<u>\$706,744</u>	<u>\$104,909</u>	<u>\$ 31,583</u>	<u>\$ 68,230</u>	<u>\$121,487</u>	<u>\$ 1,032,953</u>	<u>\$115,374</u>	<u>\$115,374</u>	<u>\$ 1,148,327</u>

Florida Government Finance Officers Association, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2022 and 2021

Note 7 – Allocation of Expenses (Continued)

June 30, 2021	Program Activities						Supporting Activities		Total Expenses
	Annual Conference	SOGF	Seminars	Leadership	Other Programs	Program Subtotal	Mgmt and General	Supporting Subtotal	
Administration Fees	\$ -	\$ -	\$ -	\$ -	\$ 62,500	\$ 62,500	\$ 62,500	\$ 62,500	\$ 125,000
Bank Fees	5,350	5,350	-	-	-	10,700	5,350	5,350	16,050
GFOA Conference	-	-	-	-	533	533	-	-	533
Meeting Expenses	4,025	4,025	-	-	-	8,050	10,947	10,947	18,997
Office and Administrative Expenses	-	-	-	-	6,082	6,082	5,426	5,426	11,508
School of Governmental Finance	-	3,692	-	-	-	3,692	-	-	3,692
Annual Conference	37,368	-	-	-	-	37,368	-	-	37,368
Auditor Fee	3,417	3,417	-	-	-	6,834	3,416	3,416	10,250
Depreciation	-	-	-	-	-	-	127	127	127
Travel	-	-	-	-	-	-	1,700	1,700	1,700
Total Expenses	<u>\$ 50,160</u>	<u>\$ 16,484</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 69,115</u>	<u>\$ 135,759</u>	<u>\$ 89,466</u>	<u>\$ 89,466</u>	<u>\$ 225,225</u>

The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include bank fees, administration fees, meeting expenses, office and administrative expenses and auditor fees. The allocation is based on the estimated percentage of each shared expense utilized for the respective functional category.



Florida Government Finance Officers Association, Inc.

2022-2023 Board of Directors - Executive Director

Agenda Item

**2022-2023
BOARD OF DIRECTORS**

OFFICERS

President

Jonathan McKinney

President-Elect

Frank DiPaolo

Secretary/Treasurer

Rip Colvin

DIRECTORS

Melissa Burns

Bryan Cahen

Nicole Jovanovski

Missy Licourt

Olga Rabel

Rebecca Schnirman

William Spinelli

Kelly Strickland

Meeting Date: March 31, 2023

Title of Item: 2023 Annual Conference Registration Fees

Executive Summary, Explanation or Background:

Attached are the proposed price changes for the 2023 Annual Conference.

	2022 Early	2022 Late	2023 Early	2023 Late
Registration Fees				
FGFOA Government Member	\$350	\$390	\$375	\$415
FGFOA Associate Member	\$410	\$450	\$435	\$475
FGFOA Nonmember	\$470	\$510	\$495	\$535
Lifetime			\$0	\$0
Pre-Conference Seminar				
FGFOA Government Member	\$135	\$175	\$150	\$190
FGFOA Associate Member	\$175	\$215	\$190	\$230
FGFOA Nonmember	\$210	\$250	\$225	\$265
Lifetime			\$150	\$150
Guest Registration				
Adult Guest	\$75	\$75	\$75	\$75
Child Guest (Ages 3-18)	\$50	\$50	\$50	\$50

Recommended Action:

For review and approval

Paul Shamoun

February 29, 2023

Date



Florida Government Finance Officers Association, Inc.

2022-2023 Board of Directors - Executive Director

Agenda Item

2022-2023 BOARD OF DIRECTORS

OFFICERS

President

Jonathan McKinney

President-Elect

Frank DiPaolo

Secretary/Treasurer

Rip Colvin

DIRECTORS

Melissa Burns

Bryan Cahen

Nicole Jovanovski

Missy Licourt

Olga Rabel

Rebecca Schnirman

William Spinelli

Kelly Strickland

Meeting Date: March 31, 2023

Title of Item: Showstoppers Event Cancellation Insurance Quote

Executive Summary, Explanation or Background:

Attached is the Showstoppers Event Cancellation Insurance Quote for the 2023 Annual Conference and 2023 SOGF. The policy offers several options including Limited, Extended and Full Terrorism coverage. Premiums range from \$3,339 - \$4080.

Recommended Action:

For review and approval

Paul Shamoun

February 29, 2023

Date



Affinity Nonprofits
2001 K Street, NW, Suite 625 North
Washington, DC 20006
(800) 432-7465 asaeinsurance@affinitynonprofits.com

02/24/2023

Jill Walker
Florida Government Finance Officers Association
301 South Bronough Street, Suite 300
Tallahassee, FL 32301

Phone (850) 701-3688
Email jwalker@flcities.com

Re: Showstoppers Insurance

Thank you for your interest in the Showstoppers Event Cancellation Insurance. We are pleased to present you with our comprehensive quotation providing protection for events that are cancelled, abandoned, curtailed or rescheduled due to reasons beyond your control.

Our Showstoppers policy provides coverage including, but not limited to the following: Adverse Weather • Labor Disputes • Reduced Attendance • Earthquakes • Non-Appearance of a Speaker • Adverse Weather Coverage for Golf Events and Hole-In-One • Venue Requisition • Future Marketing Expenses • Terrorism Options including Venue Damage Coverage up to 12 months prior to the Event • Personal Property and Door Registration Receipts

Please note that the precise coverage afforded is subject to the terms, conditions and exclusions of the policy form.

Insuring Company – Lloyd's of London

IMPORTANT: This policy is written on a non-admitted basis, the premium is subject to applicable state surplus lines taxes. See attached state required wording regarding non-admitted insurance carriers.

Premium is due upon binding, but no later than five business days from the inception of the policy. Please make the check payable to: **Affinity Nonprofits**. **This quotation is valid through 03/13/2023.** If you have any questions, please contact our office.

Sincerely,
Seth Fleischer
Underwriting Professional II
(202) 429-8532
seth.fleischer@affinitynonprofits.com

Affinity Nonprofits is the brand name for the brokerage and program administration operations Affinity Insurance Services, Inc.; (AR 244489); in CA & MN, AIS Affinity Insurance Agency, Inc. (CA 0795465); in OK, AIS Affinity Insurance Services Inc.; in CA, Aon Affinity Insurance Services, Inc., (0G94493), Aon Direct Insurance Administrators and Berkely Insurance Agency and in NY, AIS Affinity Insurance Agency.



Schedule of Events

Named Insured: Florida Government Finance Officers Association

Premiums

<u>Event(s)</u>	<u>Limited Terrorism</u>	<u>Extended Terrorism</u>	<u>Full Terrorism</u>
2023 FGFOA Annual Conference Orlando, FL 06/24/2023 to 06/28/2023 Limit: \$741,900	\$3,339	\$3,932	\$4,080



Documentation Required to Bind Coverage

Subject to the completed, signed and dated Order Form.

Subject to a signed FL Surplus Lines Disclosure Form.

Informational Notes

Terms are subject to available capacity at time of binding coverage.

An alternate quote including Civil Commotion coverage is available upon request, subject to an additional premium charge.



Order Form

Named Insured: Florida Government Finance Officers Association

<u>Premium Summary:</u>	<u>Surplus Lines</u>	<u>Premium</u>	<u>Select One</u>
Option A: (Limited Terrorism)			
Surplus lines tax	\$166.68	\$3,339.00	
Surplus lines fees	\$2.02		
Other fees	\$0.00		<input type="checkbox"/>
RPG fees	\$35.00		
Total		\$3,542.70	
*Option B: (Extended Terrorism and TRIA)			
Surplus lines tax	\$195.97	\$3,932.00	
Surplus lines fees	\$2.38		
Other fees	\$0.00		<input type="checkbox"/>
RPG fees	\$35.00		
Total		\$4,165.35	
*Option C: (Full Terrorism)			
Surplus lines tax	\$203.28	\$4,080.00	
Surplus lines fees	\$2.47		
Other fees	\$0.00		<input type="checkbox"/>
RPG fees	\$35.00		
Total		\$4,320.75	

Please note that commission is only payable on the premium, not on the surplus lines taxes/fees.

**A proportion of the above premium will be allocated towards TRIA.*

Please indicate the option chosen above, note that coverage cannot be bound until the receipt and favorable review of requested application and additional information by the underwriter. Premium is due upon binding, but no later than five business days from the inception of the policy.

The program is written through Showstoppers, a risk purchasing group formed and operating pursuant to the Liability Risk Retention Act of 1986 (15 USC 3901 et seq.).

Printed Name Insured's Contact Name

Named Insured's Signature*

Date

Title

**By signing this Order Form you acknowledge the premium for this policy is fully earned upon binding and nonrefundable under the terms of the Showstoppers policy wording.*

Florida Surplus Lines Disclosure and Acknowledgement

At my direction, Affinity Insurance Services, Inc.
name of insurance agency has placed my coverage in the surplus lines market.

As required by Florida Statute 626.916, I have agreed to this placement. I understand that superior coverage may be available in the admitted market and at a lesser cost and that persons insured by surplus lines carriers are not protected by the Florida Insurance Guaranty Association with respect to any right of recovery for the obligation of an insolvent unlicensed insurer.

I further understand the policy forms, conditions, premiums, and deductibles used by surplus lines insurers may be different from those found in policies used in the admitted market. I have been advised to carefully read the entire policy.

Named Insured

By:

Signature of Named Insured

Date

Printed Name and Title of Person Signing

Lloyd's of London

Name of Excess and Surplus Lines Carrier

Event Cancellation Insurance

Type of Insurance

Effective Date of Coverage



List of Endorsements

Terrorism Endorsements listed below are subject to the option chosen on the order form.

Endorsement: Limited Terrorism with Threat

Endorsement: Extended Terrorism with Threat

Endorsement: Full Terrorism with Threat

Endorsement - Automatic Coverage

Endorsement - Coronavirus Exclusion



Endorsement – Limited Terrorism with Threat

ENDORSEMENT NUMBER: Not Applicable

Attaching to and forming part of Lloyd's, London Certificate No.:

Insured Name: Florida Government Finance Officers Association

Subject to all the terms, conditions, limitations and exclusions stated in this Insurance or of any attached Endorsement.

Notwithstanding Exclusions 3 and 4 of Section 7, this Insurance indemnifies You for Your Net Loss up to a maximum of USD 1,000,000 but not exceeding the Limit of Indemnity solely and directly in consequence of (1) the necessary Cancellation, Abandonment, Curtailment or Rescheduling of the Event (2) Non-appearance of a Principal Speaker (3) Your Failure to Vacate the Venue of the Event at the termination of its tenancy (4) Reduced Attendance, all due to:

A) Terrorism, which occurs:

- i) At the Venue during the period of Insurance, but not exceeding a maximum period of 12 months prior to the scheduled start date of the Event; or
- ii) Within the radius of 250 miles of the Venue, within 100 days of the scheduled start date of the Event, or during the period of the Event.

B) Threat of Terrorism which:

- i) is directed at the Event or the Venue; or
- ii) is directed at another location within a radius of 250 miles of the Venue, which solely and directly results in a denial of access to or the evacuation of the Venue.

providing always that the Threat of Terrorism occurs within 100 days of the scheduled start date of the Event.

Notwithstanding the foregoing it is understood and agreed that this Insurance does not cover any loss, cost or expense directly or indirectly arising out of, contributed to or caused by, or resulting from or in connection with:

- i) any fear of Terrorism;
- ii) any Terrorism or Threat of Terrorism which, directly or indirectly, relates to or arises from the use of any nuclear weapon or device or the emission, discharge, dispersal, release or escape of any chemical or biological agent;
- iii) any Terrorism or Threat of Terrorism which, directly or indirectly, relates to or arises from any Cyber Act.

If We allege that by reason of this exclusion any loss is not covered by this Insurance, the burden of proving the contrary shall be on You.

If any part of this Endorsement is found to be invalid or unenforceable, the remainder shall remain in full force and effect.

All other terms and conditions of this Insurance remain unchanged.

Additional Premium:	N/A
Return Premium:	N/A
Policy Effective Date:	00/00/0000
Date of Issue:	00/00/0000

Signature for Company
Affinity Insurance Services, Inc.

By Amy Doherty

Limited Terrorism with Threat Endorsement



Endorsement - Extended Terrorism with Threat

ENDORSEMENT NUMBER: Not Applicable

Attaching to and forming part of Lloyd's, London Certificate No.:

Insured Name: Florida Government Finance Officers Association

Subject to all the terms, conditions, limitations and exclusions stated in this Insurance or of any attached Endorsement.

Notwithstanding Exclusions 3 and 4 of Section 7, this Insurance indemnifies You for Your Net Loss up to but not exceeding the Limit of Indemnity solely and directly in consequence of (1) the necessary Cancellation, Abandonment, Curtailment or Rescheduling of the Event (2) Non-appearance of a Principal Speaker (3) Your Failure to Vacate the Venue of the Event at the termination of its tenancy (4) Reduced Attendance, all due to:

A) Terrorism, which occurs:

- i) At the Venue during the period of Insurance, but not exceeding a maximum period of 12 months prior to the scheduled start date of the Event; or
- ii) Within the radius of 250 miles of the Venue, within 100 days of the scheduled start date of the Event, or during the period of the Event.

B) Threat of Terrorism which:

- i) is directed at the Event or the Venue; or
- ii) is directed at another location within a radius of 250 miles of the Venue, which solely and directly results in a denial of access to or the evacuation of the Venue.

providing always that the Threat of Terrorism occurs within 100 days of the scheduled start date of the Event.

Notwithstanding the foregoing it is understood and agreed that this insurance does not cover any loss, cost or expense directly or indirectly arising out of, contributed to or caused by, or resulting from or in connection with:

- (i) any fear of Terrorism;
- (ii) any Terrorism or Threat of Terrorism which, directly or indirectly, relates to or arises from the use of any nuclear weapon or device or the emission, discharge, dispersal, release or escape of any chemical or biological agent;
- (iii) any Terrorism or Threat of Terrorism which, directly or indirectly, relates to or arises from any Cyber Act.

If We allege that by reason of this exclusion any loss is not covered by this insurance the burden of proving the contrary shall be You.

If any part of this endorsement is found to be invalid or unenforceable, the remainder shall remain in full force and effect.

All other terms and conditions of this Insurance remain unchanged.

Additional Premium:	N/A
Return Premium:	N/A
Policy Effective Date:	00/00/0000
Date of Issue:	00/00/0000

Signature for Company
Affinity Insurance Services, Inc.

By Amy Doherty

Extended Terrorism Endorsement



Endorsement – Full Terrorism with Threat

ENDORSEMENT NUMBER Not Applicable

Attaching to and forming part of Lloyd's, London Certificate No.:

Insured Name: Florida Government Finance Officers Association

It is hereby noted and agreed that:

Exclusion 3 of Section 7 General Exclusions is deleted in its entirety.

Notwithstanding the foregoing it is understood and agreed that this insurance does not cover any loss, cost or expense directly or indirectly arising out of, contributed to or caused by, or resulting from or in connection with:

- (i) any fear of Terrorism.
- (ii) any Terrorism or Threat of Terrorism which, directly or indirectly, relates to or arises from the use of any nuclear weapon or device or the emission, discharge, dispersal, release or escape of any chemical or biological agent;
- (iii) any Terrorism or Threat of Terrorism which, directly or indirectly, relates to or arises from any Cyber Act.

If We allege that by reason of this exclusion any loss is not covered by this insurance the burden of proving the contrary shall be You.

If any part of this endorsement is found to be invalid or unenforceable, the remainder shall remain in full force and effect.

All other terms and conditions of this Insurance remain unchanged.

Additional Premium:	N/A
Return Premium:	N/A
Policy Effective Date:	00/00/0000
Date of Issue:	00/00/0000

Signature for Company

Affinity Insurance Services, Inc.

By Amy Doherty
Full Terrorism Endorsement

Endorsement – Automatic Coverage

ENDORSEMENT NUMBER: Not Applicable

Attaching to and forming part of Lloyd's, London Certificate No.: TBD

Insured Name: Florida Government Finance Officers Association

It is hereby noted and agreed that:

This insurance indemnifies You for Your Net Loss for all indoor Events organized by You within the United States of America and/or Canada during the period of this Insurance but only for Events where neither the total Expenses nor the total Gross Revenue exceeds USD 100,000, but not to exceed USD 300,000 in the aggregate within the policy period.

Coverage is limited to Cancellation, Abandonment or Rescheduling of the Event as a sole and direct result of fire causing physical damage at the Venue, flood, earthquake, adverse weather, volcanic eruption, hurricane, wildfire or tsunami.

All other terms and conditions remain unchanged.

Additional Premium: N/A

Return Premium: N/A

Policy Effective Date: 00/00/0000

Date of Issue: 00/00/0000

Signature for Company

Affinity Insurance Services, Inc.

By Amy Doherty

Automatic Coverage

Endorsement – Coronavirus Exclusion
--

ENDORSEMENT NUMBER:

Attaching to and forming part of Lloyd's, London Certificate No.: TBD

Insured Name: Florida Government Finance Officers Association

It is hereby noted and agreed that:

This Insurance excludes any loss, damage, cost or expense directly or indirectly arising out of contributed to by or resulting from:

- (a) Coronavirus disease (COVID-19);
- (b) Severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2);
- (c) any mutation or variation of SARS-CoV-2;
- (d) fear or threat of (a), (b) or (c) above (whether actual or perceived);
- (e) the non-appearance of any person or group(s) of persons or any reduction in attendance due to (a), (b), (c) or (d) above;
- (f) any travel advice or warning arising from (a),(b), or (c) above;
- (g) any action taken in controlling, preventing or suppressing any actual or threatened outbreak of (a), (b) or (c) above.

under the above reference Lloyds, London Certificate No: CR_____

All other terms, conditions and limitations remain unchanged.

Additional Premium: N/A

Return Premium: N/A

Policy Effective Date: 00/00/0000

Date of Issue: 00/00/0000

Signature for Company

Affinity Insurance Services, Inc.

By Amy Doherty

Coronavirus Exclusion

Terrorism Options

In addition to the basic event cancellation coverage provided for under this quotation like coverage for inclement weather (snow/ice storms, hurricanes, tornadoes), labor disputes, earthquakes, flooding, etc. our Showstoppers quotation also includes coverage for terrorism.

Here is a breakdown of our terrorism options:

Option A: Limited Terrorism with Threat - Includes coverage for your event's limit of indemnity up to a maximum of \$1,000,000 if an act of terrorism occurs within **250** miles of event's venue and within **100** days of the scheduled event. This option also includes Threat of Terrorism, which is directed at the event or venue or to another location within **250** miles of the venue, which results in denial of access or evacuation of the venue. Also includes both domestic and foreign venue damage coverage as a result of terrorism up to 12 months prior to the scheduled event. This coverage is offered at no additional cost.

Option B: Extended Terrorism with Threat and TRIA* – Includes coverage for your event's full limit of indemnity if an act of terrorism occurs within **250** miles of event's venue and within **100** days of the scheduled event. This option also includes Threat of Terrorism, which is directed at the event or venue or to another location within **250** miles of the venue, which results in denial of access or evacuation of the venue. Also includes both domestic and foreign venue damage coverage as a result of terrorism up to 12 months prior to the scheduled event.

*Enhanced to include **TRIA**, the Terrorism Risk Insurance Act – TRIA provides coverage for “certified” acts of terrorism as declared by the US Secretary of Treasury, Secretary of State and Attorney General. These “certified” acts of terrorism have to result in damage within the United States and to have been committed by a domestic or foreign individual or group of individuals.

Option C: Full Terrorism with Threat / Worldwide Terrorism Coverage - Includes coverage for your event's full limit of indemnity provided you can demonstrate that the decision to cancel, abandon, curtail or reschedule is necessary and justifiable.



Compensation and Other Disclosure Information

Affinity Insurance Services Inc. is an insurance producer licensed in your state. Insurance producers are authorized by their license to confer with insurance purchasers about the benefits, terms and conditions of insurance contracts; to offer advice concerning the substantive benefits of particular insurance contracts; to sell insurance; and to obtain insurance for purchasers. The role of the producer in any particular transaction involves one or more of these activities. Compensation will be paid to the producer, based on the insurance contract the producer sells. Depending on the insurer(s) and insurance contract(s) the purchaser selects, compensation will be paid by the insurer(s) selling the insurance contract or by another third party. Such compensation may vary depending on a number of factors, including the insurance contract(s) and the insurer(s) the purchaser selects. In addition, Affinity may charge a fee for administrative services. Your signature on your application, quote form, check, and/or other authorization for payment of your premium, will be deemed to signify your consent to and acceptance of the terms and conditions including the compensation, as disclosed above, that is to be received by Aon. The insurance purchaser may obtain information about compensation expected to be received by the producer based in whole or in part on the sale of insurance to the purchaser, and compensation expected to be received based in whole or in part on any alternative quotes presented to the purchaser by the producer, by contacting member services at info@asae-aon.com.

In addition, premiums paid by Clients to Affinity for remittance to insurers, Client refunds and claim payments paid to Affinity by insurance companies for remittance to Clients are deposited into fiduciary accounts in accordance with applicable insurance laws until they are due to be paid to the insurance company or Client. Subject to such laws and the applicable insurance company's consent, where required, Affinity will retain the interest or investment income earned while such funds are on deposit in such accounts.

In placing, renewing, consulting on or servicing your insurance coverages Affinity and its affiliates may participate in contingent commission arrangements with insurance companies that provide for additional contingent compensation, if, for example, certain underwriting, profitability, volume or retention goals are achieved. Such goals are typically based on the total amount of certain insurance coverages placed by Aon with the insurance company or the overall performance of the policies placed with that insurance company, not on an individual policy basis. As a result, Aon may be considered to have an incentive to place your insurance coverages with a particular insurance company.

Aon Corporation, our ultimate parent company, and its affiliates have from time to time sponsored and invested in insurance and reinsurance companies. While we generally undertake such activities with a view to creating an orderly flow of capacity for our clients, we also seek an appropriate return on our investment. These investments, for which Aon is generally at-risk for potential price loss, typically are small and range from fixed-income to common stock transactions. In such case, the gains or losses we make through your investments could potentially be linked, in part, to the results of treaties or policies transacted with you. Please visit the Aon website at http://www.aon.com/market_relationships for a current listing of insurance and reinsurance carriers in which Aon Corporate and its affiliates hold any ownership interest.



ASAE - Endorsed Event Cancellation Insurance

This important insurance coverage helps provide protection for the loss of revenue or the commitment of expenses due to cancellation, abandonment, curtailment, or rescheduling of an event. Showstoppers also pays for losses due to reduced attendance of 10% or more of participants at a continued event.

Physical Loss of Personal Property & Door Registration Receipts – Up to \$500,000 in coverage for business personal property at the venue and while in transit to or from an event. Coverage for up to \$500,000 in door registration receipts at the event or while en route to the bank.

Emergency Travel Arrangements – Coverage up to \$100,000 in the aggregate for all events during the policy period for return of participants back to venue should they become stranded.

Automatic Coverage for Adverse Weather for Golf and Other Sporting Events & Hole-In-One Coverage – Up to \$125,000 for losses due to adverse weather conditions for golf tournaments and up to \$100,000 for other sporting events. Up to \$75,000 in coverage for hole-in-one prize indemnity.

Non-Appearance of a Speaker – Automatic coverage for up to \$75,000 for the non-appearance of a speaker due to covered causes of loss. Additional coverage (including coverage for Principle Speakers) is available upon request.

Automatic Coverage for Events \$100,000 or less – Coverage is extended to include unreported events where neither the total expenses or gross revenue exceeds \$100,000, not to exceed \$300,000 in the aggregate within the policy period. Coverage is limited to direct result of flood, earthquake, adverse weather, volcanic eruption, hurricane, wildfire, tsunami or fire causing physical damage at the venue.

Terrorism Coverage – Multiple terrorism options are available.

Multi-Year Policy Terms – A variety of policy term options are available up to 24 months.

Commitments – An additional 15% above the limit of indemnity for commitments under vendor contracts such as hotel room blocks but not to exceed \$500,000 in the aggregate for all events within the policy period.

Venue Damage – Coverage for losses due to terrorism at the venue up to 12 months prior to the scheduled start date of the event.

Requisition or Confiscation of the Venue – Coverage due to the requisition or confiscation of the venue by local, national or federal government as a sole and direct result of flood, earthquake, volcanic eruption, hurricane, tropical storm, tsunami, cyclone, winter weather, fire, wildfire or terrorism.

Adverse Weather – Coverage up to the full limit of indemnity for severe weather conditions such as, but not limited to snowstorms / ice storms, hurricanes, tornadoes and flooding. Adverse weather coverage for outdoor events can be included upon review and acceptance by underwriters.

Labor Disputes – Coverage up to full limit of indemnity for strikes by airline, hotel or transit workers.

Earthquake Coverage – Coverage up to the limit of indemnity for the hazards of earthquakes.

Remedial Action & Extra Expenses – Coverage for reasonable and necessary extra costs to avoid or diminish a loss.

Penalties for Failure to Vacate – Direct and necessary additional expenses incurred for failure to vacate venue facility on time.

Future Marketing Expenses – Up to 20% of the Limit of Indemnity for each Event, but not to exceed \$100,000 in the aggregate for all events within the policy period.

Please note that the precise coverage afforded is subject to the terms, conditions and exclusions of the policy as issued. Policy premium is due at inception and fully earned at inception therefore no cancellation or return premium is available.



Contact Information

Eileen Hoffman 202.862.5333, eileen.hoffman@affinitynonprofits.com
Seth Fleischer 202.429.8532, seth.fleischer@affinitynonprofits.com

Aon Affinity Nonprofits

2001 K Street, NW, Suite 625 North, Washington, DC 20006 • 800.432.7465 • asaeinsurance@affinitynonprofits.com • asae-aon.com

Endorsed by:



Aon Affinity Nonprofits is the brand name for the brokerage and program administration operations of Affinity Insurance Services, Inc., a licensed producer in all states (TX 13695); (AR 100106022); in CA & MN, AIS Affinity Insurance Agency, Inc. (CA 0795465); in OK, AIS Affinity Insurance Services, Inc.; in CA, Aon Affinity Insurance Services, Inc. (CA 0G94493), Aon Direct Insurance Administrators and Berkely Insurance Agency and in NY, AIS Affinity Insurance Agency.

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F-14007-0620

THIS INSURANCE IS ISSUED PURSUANT TO THE FLORIDA SURPLUS LINES LAW. PERSONS INSURED BY SURPLUS LINES CARRIERS DO NOT HAVE THE PROTECTION OF THE FLORIDA INSURANCE GUARANTY ACT TO THE EXTENT OF ANY RIGHT OF RECOVERY FOR THE OBLIGATION OF AN INSOLVENT UNLICENSED INSURER.

**SURPLUS LINES INSURERS' POLICY RATES AND FORMS ARE NOT
APPROVED BY ANY FLORIDA REGULATORY AGENCY**



Florida Government Finance Officers Association, Inc.

2022-2023 Board of Directors - Executive Director

Agenda Item

2022-2023 BOARD OF DIRECTORS

OFFICERS

President

Jonathan McKinney

President-Elect

Frank DiPaolo

Secretary/Treasurer

Rip Colvin

DIRECTORS

Melissa Burns

Bryan Cahen

Nicole Jovanovski

Missy Licourt

Olga Rabel

Rebecca Schnirman

William Spinelli

Kelly Strickland

Meeting Date: March 31, 2023

Title of Item: Directors and Officers Insurance Quote

Executive Summary, Explanation or Background:

Attached is the Directors and Officers Insurance Quote for the 2023 – 2024 Board of Directors. Total premium is \$3,065.42.

Recommended Action:

For review and approval

Paul Shamoun

February 29, 2023

Date



Affinity Nonprofits

Affinity Nonprofits
a division of Affinity Insurance Services Inc
2001 K Street, NW, Suite 625 North
Washington, DC 20006

Invoice

Invoice No: 101641123
Invoice Date: 03/22/2023
Due Date: 06/06/2023
Control #: 1

Send To: Florida Government Finance Officers
Jill Walker
301 South Bronough Street, Suite 300
Tallahassee, FL 32302

Insured Name: Florida Government Finance Officers Association
Type of Policy: Directors and Officers Insurance
Policy Number: NFP0124574-06
Transactions: Policy
Comments:

Policy Period: 06/06/2023 To 06/06/2024

Gross Premium	\$2,971.00
Surcharges	\$59.42
Taxes	\$0.00
Fees	\$0.00
Policy Admin. Charges	\$35.00
Total	\$3,065.42

Invoice Due \$3,065.42

For questions regarding your policy, please call us at 800-432-7465. We appreciate your business.
For billing inquiries, please contact Customer Service at 800-432-7465.

FATCA Notice: Please go to Aon.com/FATCA to obtain the appropriate W-9.

Please remit this portion with your payment.

REMITTANCE

☐

Change of Address---Please mark box. Write new address on reverse side.

Invoice # 101641123

Insured: Florida Government Finance Officers

Amount Paid: _____

Policy No: NFP0124574-06

Amount Due: \$3,065.42 USD

Due Date: 06/06/2023

Send payment to:

Florida Government Finance Officers
Jill Walker
301 South Bronough Street, Suite 300
Tallahassee, FL 32302

Affinity Nonprofits
P.O. Box 392077
Pittsburgh, PA 15251-9077

Do not write below this line.



March 22, 2023

**Insurance Policy
Enclosed**

Jill Walker
Florida Government Finance Officers Association
301 South Bronough Street, Suite 300
Tallahassee, FL 32302

Subject: Directors & Officers Insurance
Policy Number: NFP0124574-06
Insurance Carrier: Arch Insurance Group
Policy Period: 06/06/2023 to 06/06/2024

Dear Jill:

Your new insurance policy is enclosed. We have also enclosed our invoice.

This policy qualifies for automatic renewal because no claims or material changes to this risk have been reported during the expiring policy period. If there have been any claims or material changes to the insurable risk during the past year this renewal offer is void ab initio and you must contact our office to review available renewal terms.

The renewal policy enclosed may contain an increase in premium as well as other changes in terms and conditions. The premium is indicated on the renewal policy declarations page. This will serve as your only notice of any such changes.

Please remit payment in full, including a \$35 policy administrative charge, no later than the date provided on the invoice. Untimely payment may result in cancellation pursuant to the terms and conditions of the policy.

Please review and verify the information included. If any changes need to be made, please contact us prior to the inception of the Policy Period.

If you have any questions, or would like additional information, please feel free to call us at 800-432-7465 Monday through Friday from 8:00 a.m. to 5:00 p.m. Eastern Standard Time. You may also contact us at info@affinitynonprofits.com.

Thank you for your business. We look forward to serving you.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Tharpe", is written over a horizontal line.

Jason Tharpe
Vice President

The individual servicing this account will be:
Robert Gorman
Email: robert.gorman@aon.com

Enclosures

aeweb T56

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Affinity Nonprofits | 2001 K Street, NW, Suite 625 North | Washington, DC 20006
toll-free: 800-432-7465 | fax: 800-701-1982 | www.affinitynonprofits.com

U.S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL ("OFAC") ADVISORY NOTICE TO POLICYHOLDERS

No coverage is provided by this Policyholder Notice nor can it be construed to replace any provisions of your policy. You should read your policy and review your Declarations page for complete information on the coverages you are provided.

This Notice provides information concerning possible impact on your insurance coverage due to directives issued by OFAC. **Please read this Notice carefully.**

The Office of Foreign Assets Control (OFAC) administers and enforces sanctions policy, based on Presidential declarations of "national emergency". OFAC has identified and listed numerous:

- Foreign agents;
- Front organizations;
- Terrorists;
- Terrorist organizations; and
- Narcotics traffickers;

as "Specially Designated Nationals and Blocked Persons". This list can be located on the United States Treasury's web site – <http://www.treas.gov/ofac>.

In accordance with OFAC regulations, if it is determined that you or any other insured, or any person or entity claiming the benefits of this insurance has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, this insurance will be considered a blocked or frozen contract and all provisions of this insurance are immediately subject to OFAC. When an insurance policy is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC. Other limitations on the premiums and payments also apply.

TERRORISM COVERAGE DISCLOSURE NOTICE

TERRORISM COVERAGE PROVIDED UNDER THIS POLICY

The Terrorism Risk Insurance Act of 2002 as amended and extended by the subsequent Terrorism Risk Insurance Program Reauthorization Acts (collectively referred to as the "Act") established a program within the Department of the Treasury, under which the federal government shares, with the insurance industry, the risk of loss from future terrorist attacks. An act of terrorism is defined as any act certified by the Secretary of the Treasury, in consultation with the Secretary of Homeland Security and the Attorney General of the United States, to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of an air carrier or vessel or the premises of a United States Mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

In accordance with the Act, we are required to offer you coverage for losses resulting from an act of terrorism **that is certified under the federal program** as an act of terrorism. The policy's other provisions will still apply to such an act. Your decision is needed on this question: do you choose to pay the premium for terrorism coverage stated in this offer of coverage, or do you reject the offer of coverage and not pay the premium? You may accept or reject this offer.

If your policy provides commercial property coverage, in certain states, statutes or regulations may require coverage for fire following an act of terrorism. In those states, if terrorism results in fire, we will pay for the loss or damage caused by that fire, subject to all applicable policy provisions including the Limit of Insurance on the affected property. Such coverage for fire applies only to direct loss or damage by fire to Covered Property. Therefore, for example, the coverage does not apply to insurance provided under Business Income and/or Extra Expense coverage forms or endorsements that apply to those coverage forms, or to Legal Liability coverage forms or Leasehold Interest coverage forms.

Your premium will include the additional premium for terrorism as stated in the section of this Notice titled DISCLOSURE OF PREMIUM.

DISCLOSURE OF FEDERAL PARTICIPATION IN PAYMENT OF TERRORISM LOSSES

The United States Government, Department of the Treasury, will pay a share of terrorism losses insured under the federal program. **The federal share equals 80% in years 2020 through 2027 of that portion of the amount of such insured losses that exceeds the applicable insurer deductible during Calendar Year 2020 and each Calendar Year thereafter through 2027.**

DISCLOSURE OF CAP ON ANNUAL LIABILITY

If the aggregate insured terrorism losses of all insurers exceed \$100,000,000,000 during any Calendar Year provided in the Act, the Secretary of the Treasury shall not make any payments for any portion of the amount of such losses that exceed \$100,000,000,000, and if we have met our insurer deductible, we shall not be liable for the payment of any portion of such losses that exceeds \$100,000,000,000.

DISCLOSURE OF PREMIUM

Your premium for terrorism coverage is: \$0
(This charge/amount is applied to obtain the final premium.)

You may choose to reject the offer by signing the statement below and returning it to us. Your policy will be changed to exclude the described coverage. If you chose to accept this offer, this form does not have to be returned.

REJECTION STATEMENT

I hereby decline to purchase coverage for certified acts of terrorism. I understand that an exclusion of certain terrorism losses will be made part of this policy.

Policyholder/Legal Representative/Applicant's
Signature

Print Name of Policyholder/Legal
Representative/Applicant

Date:

Florida Government Finance Officers
Association

Named Insured

Arch Insurance Company (AIC)
Insurance Company

Policy Number: NFP0124574-06



Employment Solutions

Arch Insurance Group is pleased to offer a comprehensive risk management service to help manage your workforce proactively and reduce your exposure to employment claims. Arch Insurance Group has developed this program in conjunction with Littler Mendelson, P.C. Littler is the largest employment and labor law firm in the world with more than 1,500 attorneys in over 75 offices. This comprehensive program includes:

Online Resources via Littler Edge® Website

Littler Edge is an online tool designed to help you with your employment and labor law compliance efforts. The site provides access to the best of Littler's collective knowledge and experience, all in one location at:

www.ArchEmploymentSolutions.com

To register, select 'Request an Account' and follow instructions.
Please have your Policy Number and Effective Date available.

The site includes:

- Key workplace legal developments, news, and updates;
- A comprehensive database of HR Policies, including template documents and checklists on hiring, performance management, anti-discrimination, sexual harassment, overtime, employee handbooks and other topics;
- A full catalog of federal and state legal forms and guides;
- In-depth coverage of the most pressing compliance issues facing employers today;
- Littler GPS 50-state surveys; and
- Fastcase legal research service – the leading next-generation legal research website.

While on the website, you may also learn about and register for upcoming Littler webinars, podcasts, training programs and in-person seminars.

Hotline Services Provided by Littler

Littler provides a confidential call-in "Hotline" for Arch Insurance Group insureds to ask questions about workplace concerns and to obtain guidance from an experienced employment attorney at the nation's largest employment law firm. To access the hotline, dial the toll-free number at 1-833-437-5216 and provide the name of your company, the Arch policy number and your contact information. An attorney at Littler will promptly call to assist you regarding HR or employment law questions, such as handling a termination, discipline or harassment issue.





BINDABLE QUOTE

for a Cyber Liability Insurance Policy

Cyber attacks and their associated costs are on the rise, and nonprofits are increasingly the target. Compromised personal data, system outages and ransom demands can cripple an organization's ability to function. Affinity Nonprofits and Arch Insurance Company have partnered to bring you a Cyber Insurance Policy, Netsafe, to address the new exposures that spawn from an increasingly technology dependent society. Two levels of protection are available with premiums starting as low as \$335. As a Directors and Officers Insurance policyholder you know how important it is to protect your organization's assets. We encourage you to consider this additional protection.

BASIC FORM: Network Security and Privacy Liability plus Data Incident Response

Arch has partnered with some of the world's most well-regarded experts in the field of cyber security to provide risk management and breach response services. In the event of a covered claim, coverage includes expert legal counsel, computer forensic investigatory services, notification and credit monitoring costs, identity theft call center services, and the costs to restore or recreate electronic data that was damaged or destroyed.

ENHANCED FORM: also Includes Cyber Business Interruption & Cyber Extortion

An enhanced Form is also available for an extra cost. This form provides two coverages not provided in the basic form: Business interruption and Extortion. Business interruption coverage pays for the reasonable costs that would not have been incurred but for the breach, plus net income incurred after the breach that could have been earned or net loss that could have been avoided. The Extortion coverage pays the extortion/ransom payment to terminate or end a potential cyber security or privacy threat along with investigation services to determine the cause of the threat.

How to Bind a Cyber Insurance Policy for Your Nonprofit – No application needed!

Choose Either the "Basic Form" or "Enhanced Form" – Then in applicable chart below: Select Your Desired Limit, write-in the desired premium below, sign & return the form to: DNOCUSTOMERSERVICE@AFFINITYNONPROFITS.COM to receive your new Cyber policy & invoice.

Quotation provided for: Florida Government Finance Officers Association

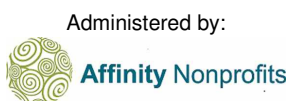
Annual Policy Limit	Deductible (Each Claim)		Basic Form Premium	Enhanced Form Premium
\$50,000	\$1,000		\$335	\$537
\$100,000	\$1,000		\$380	\$608
\$250,000	\$2,500		\$460	\$736
\$500,000	\$5,000		\$615	\$984
\$1,000,000	\$10,000		\$850	\$1,360
Write in the Premium applicable to the Annual Policy Limit and Form you wish to Bind:		\$ _____		

Coverage effective date will equal the D&O Insurance Policy effective date of 06/06/2023. Please contact us if you desire a different effective date. Payment is due within 30 days of binding.

With my signature below, I confirm the order of the Cyber policy at the limit above for Florida Government Finance Officers Association.

Please send me the policy and invoice.

Contact Name: _____ Contact Signature: _____ Date: _____



THIS DOCUMENT PROVIDES SUMMARY INFORMATION ONLY. INSURANCE COVERAGE IS SUBJECT TO SPECIFIC TERMS, LIMITATIONS AND EXCLUSIONS, AND MAY NOT BE AVAILABLE IN ALL STATES.

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Nonprofit Trade & Professional Association Directors' & Officers' (D&O) Liability Insurance Program

Provided Exclusively by Affinity Nonprofits and Arch Insurance Company

Endorsed by the American Society of Association Executives (ASAE)

Cyber Liability Coverage Extension: Reimburses expenses resulting from network security breaches. Includes up to \$100,000 for notification and monitoring costs, as well as public relations firm to aid in image restoration.

Antitrust Allegation Protection: Provides affirmative coverage for any actual or alleged violations of the Sherman Act, the Clayton Act or any similar federal or state statute.

Fair Labor Standards Act (FLSA) Sublimit: Provides a defense cost sublimit for Wage and Hour claims. Insureds outside of California, with under 15 employees, are eligible for limits as high as \$500,000.

Duty-to-Defend Coverage: Arch will assign experienced defense counsel for covered claims, even if allegations are groundless, false, or fraudulent.

Broad Definition of Insured: Includes the Association and any Director, Officer, Trustee, Committee Member, Employee or Volunteer. Employee definition includes part-time, seasonal, temporary, and leased employees. Coverage may also be extended to cover an Association Management Company acting on your behalf.

Employment Practices Liability Coverage: Protects against employee related allegations of discrimination, wrongful termination and sexual harassment, as well as failure to hire or promote.

Third Party Coverage: Protects against third party allegations of discrimination and sexual harassment.

Expanded Claim Trigger: Includes broadened wording to include coverage for Insureds once a Wells notice, subpoena or target letters has been received by investigating authority.

Defense Costs Outside the Limit of Liability Options: Amount of limits varies by insured. Uncapped defense costs may be available. Helps to preserve policy limit for indemnity payments.

Personal Injury & Publishers Liability Coverage: Protects against allegations of libel, slander and copyright or trademark infringement. Broadened wording includes coverage for electronic media.

Workplace Violence Coverage: Provides \$250,000 for violence incidents by reimbursing business interruption expenses (lost income and extra expenses); employee expenses (lost wages, counseling and security); and public relations firm expenses to restore the nonprofit's public image.

Crisis Management Coverage: Provides up to \$250,000 for public relation firm and legal fees related to Regulatory matters, Management crisis, Sexual Abuse allegations, Donor Disputes, and misuse of the Nonprofit's name to solicit funds fraudulently.

Breach of Contract Coverage (Defense Costs): Provides defense for allegations of non-employment related breach of contract.

Free Fiduciary Liability Coverage Sublimit: Provides a \$250,000 sublimit defense AND settlement for allegations of mismanagement of employee benefit plans. This includes \$100,000 in Settlement Program Coverage and \$25,000 in HIPAA.

Punitive Damages Coverage: Automatically included where insurable by law.

Miscellaneous Penalties Coverage: Submits for payment of penalties assessed under:

- IRS Code section 6652(C)(1)(a) for a failure to file tax returns, provided it's a self-reported violation.
- Public Law 108-187 (CAN-Spam Act of 2003).
- 1976 Lobby Law or Lobbying Disclosure Act of 1995.

Optional Coverage Parts:

- **Fiduciary Liability** – Protects against allegations of mismanagement of employee benefit plans.
- **Crime Coverage** – Reimburses loss caused by theft, robbery, forgery or alteration, computer fraud, and currency fraud.
- **Kidnap & Ransom** – Reimburses loss caused by kidnapping and extortion type incidents, including ransom payments, defense costs for negligent mishandling of incidents, and response costs to incidents (i.e., security consultant, public relations, negotiator, etc.)

Arch Insurance Company is rated A+ (Superior), XV (\$2 billion or more in capital and surplus and conditional reserves) by A.M. Best Co.

Contact us or have your agent call **1.800.432.7465** or email us at **info@affinitynonprofits.com**

Reinsured by:



Underwritten by:



Administered by:



2001 K Street, NW, Suite 625 North • Washington, DC 20006 • www.affinitynonprofits.com • 800.432.7465 • info@affinitynonprofits.com

Insurance coverage is underwritten by one or more member companies of Arch Insurance Group in North America, which consists of (1) Arch Insurance Company (a Missouri corporation, NAIC # 11150) with admitted assets of \$3.74 billion, total liabilities of \$2.87 billion and surplus to policyholders of \$875.38 million, (2) Arch Specialty Insurance Company (a Missouri corporation, NAIC #21199) with admitted assets of \$512.72 million, total liabilities of \$215.26 million and surplus to policyholders of \$297.45 million, (3) Arch Excess & Surplus Insurance Company (a Missouri corporation, NAIC # 10946) with admitted assets of \$66.25 million, total liabilities of \$612,846 and surplus to policyholders of \$65.64 million and (4) Arch Indemnity Insurance Company (a Missouri corporation, NAIC# 30830) with admitted assets of \$76.19 million, total liabilities of \$48.43 million and surplus to policyholders of \$27.76 million. All figures are as shown in each entity's respective Quarterly Statement for the quarter ended September 30, 2016. Executive offices are located at One Liberty Plaza, New York, NY 10006. Not all insurance coverages or products are available in all jurisdictions. Coverage is subject to actual policy language. This information is intended for use by licensed insurance producers. The information contained in this document is for general information only. It is intended to provide a general overview of the services and products offered. Only the relevant policy can provide the actual terms, coverages, amounts, conditions and exclusions. All coverages are not available in all states. This document is not intended to be advertising or solicitation in states where the local regulations prohibit such usage.

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Arch Strength Endorsement

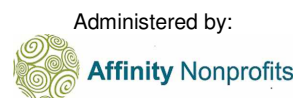
Directors' & Officers' Liability Insurance

Affinity Nonprofits has been providing insurance to the nonprofit community for over 35 years. Together with Arch Insurance Company, rated A+ (Superior) by A.M. Best Company, we are dedicated to providing comprehensive, affordable solutions to the nonprofit organizations that are the cornerstone of our communities.

In keeping with that mission, we are excited to introduce the Arch Strength Endorsement to our Directors' & Officers' Liability Insurance policy crafted for nonprofit organizations. The first party coverage items available under the Strength Endorsement combine with the broad coverage available under the Arch D&O to form one of the most robust policy offerings available in the market today.

➤ Arch Strength Endorsement	➤ Limit	➤ Description
Business Travel Accident	\$50,000	Reimbursement of travel accident costs if the insured person suffers injury while traveling on insured business.
Conference Cancellation	\$25,000	Reimbursement of business related expenses when an employee is scheduled to attend a conference that is cancelled due to a natural catastrophe or communicable disease outbreak.
Destroyed Records	\$25,000	Reimbursement of expenses required to reconstruct paper or electronic business records which are lost during a natural catastrophe or terrorism related event.
Death Benefit	\$50,000	Payment to the insured for terrorism related death of an executive.
Donation Failure	\$50,000	Reimbursement for any donation pledged by and not received due to bankruptcy, unemployment or incapacitation of the donor which prevents them from honoring the pledge.
Emergency Real Estate Fees	\$50,000	Reimbursement for real estate consulting fees resulting from the relocation of the insured's office due to the unforeseeable destruction of the office.
Immigration	\$25,000	Reimbursement of civil fines or penalties incurred for non-willful violations of the U.S. Immigration and Nationality Act.
Fundraising Event Power Outage	\$25,000	Reimbursement of costs incurred when a fundraising event is cancelled due to a power outage.
Identity Theft	\$50,000	Reimbursement of notarization costs and loan application fees required by financial institutions, as well as mailing costs to law enforcement or credit agencies, due to an act of identity theft.
Executive Replacement	\$50,000	Reimbursement of costs associated with finding a replacement if an executive suffers an accidental injury that results in their death.
Kidnapping	\$50,000	Reimbursement of response costs if an executive, their spouse, domestic partner, parent or child is kidnapped.
Repatriation	\$10,000 per employee / \$50,000 aggregate	Reimbursement of travel expenses, lodging and compensation of an employee from a country they reside in to the nearest place of safety or to a country in which the insured person is a legal resident.
Temporary Meeting Space	\$25,000	Reimbursement for the costs of renting meeting space due to the temporary unavailability of the insured's office due to terrorism, natural catastrophe, or failure of a climate control system.
Terrorism Travel	\$50,000	Reimbursement of an executive's hotel and travel costs if stranded due to a terrorism related event.
Trip Cancellation	\$2,500	Reimbursement of meals, lodging and alternate transportation costs resulting from the cancellation of a regularly scheduled business trip.

Call us or have your agent call **1.800.432.7465** or email us at **info@affinitynonprofits.com**



Affinity Nonprofits • 2001 K Street, NW, Suite 625 North • Washington, DC 20006 • www.affinitynonprofits.com

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Home Office Address:
3100 Broadway, Suite 511
Kansas City, MO 64111

Administrative Address:
One Liberty Plaza, 53rd Floor
New York, NY 10006
Tel: (800) 817-3252

ARCH CANOPY POLICY FOR NONPROFIT ORGANIZATIONSSM

NOTICE: THE LIABILITY COVERAGE PARTS OF THIS POLICY PROVIDE CLAIMS MADE COVERAGE. EXCEPT AS OTHERWISE PROVIDED, SUCH COVERAGE APPLIES ONLY TO CLAIMS FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD AND REPORTED TO THE INSURER NO LATER THAN 60 DAYS AFTER THE END OF THE POLICY PERIOD. EACH APPLICABLE LIMIT OF LIABILITY SHALL BE REDUCED, AND MAY BE EXHAUSTED, BY DEFENSE COSTS PAYMENTS. IF ANY LIMIT OF LIABILITY IS EXHAUSTED, THE INSURER SHALL HAVE NO FURTHER LIABILITY FOR THE COVERAGE TO WHICH SUCH LIMIT APPLIES, INCLUDING LIABILITY FOR DEFENSE COSTS. ALL LOSS PAYMENTS, INCLUDING DEFENSE COSTS PAYMENTS, SHALL APPLY TO THE DEDUCTIBLE.

NOTICE: A DEFINITION OF CLAIM IS OUTLINED IN EACH COVERAGE PART AND IS CRITICAL TO COVERAGE AFFORDED. PLEASE READ THIS POLICY CAREFULLY.

DECLARATIONS

Policy No.: NFP0124574-06

Item 1. Named Organization & Address:

Florida Government Finance Officers Association
301 South Bronough Street, Suite 300
Tallahassee, FL 32301

Item 2. Policy Period:

From: 06/06/2023
To: 06/06/2024
12:01 a.m. local time at the address stated in Item 1

Item 3. Policy Premium:

\$2,971.00

Taxes, Surcharges and other Assessments, if applicable
FL Insurance Guaranty Association

\$59.42

Premium Attributable to Terrorism Risk Insurance:

\$0

Included in Policy Premium

☒

In Addition to Policy Premium

☐

Item 4. Extended Reporting Period (Liability Coverage Parts only):

Additional Period: 1 year
Additional Premium: 50% of annual premium

Item 5. Notices to Insurer:Claims or Potential Claims:

Arch Insurance Company
 Executive Assurance Claims
 10909 Mill Valley Road, Suite 210
 P.O. Box 542033
 Omaha, NE 68154
 Phone: 877 688-ARCH (2724)
 Fax: 866 266-3630
 E-mail: Claims@ArchInsurance.com

All Other Notices:

Affinity Nonprofits
 Program Administrator
 2001 K Street, NW, Suite 625 North
 Washington, DC 20006
 Phone: 800-432-7465
 Fax: 800-701-1982
 Email: info@affinitynonprofits.com

Item 6. Coverage Elections:

Only those Coverage Parts, Insuring Agreements, and Options designated with an X are included under this policy.

<input type="checkbox"/>	Liability Coverage Parts Aggregate Limit of Liability Option:	N/A - Separate Limits
<input checked="" type="checkbox"/>	Defense Costs Outside the Aggregate Limit of Liability Option:	Unlimited

<input checked="" type="checkbox"/> Nonprofit Organization Liability Coverage Part:			
Limit of Liability: \$2,000,000			
Insuring Agreement	Sublimit of Liability	Deductible Each Claim	Pending and Prior Litigation Date
A. Insured Person Liability	\$2,000,000	None	06/06/2003
B. Organization Reimbursement	\$2,000,000	\$5,000	06/06/2003
C. Organization Liability	\$2,000,000	\$5,000	06/06/2003
D. Derivative Demands	\$250,000	None	06/06/2003
E. Crisis Management Costs for a Network Security Breach or Privacy Violation	\$250,000	None	06/06/2003

Extension	Sublimit of Liability
Excess Benefit Transaction Excise Tax	\$100,000
<input checked="" type="checkbox"/> Defense Costs Outside the Limit of Liability Option	Unlimited

<input checked="" type="checkbox"/> Employment Practices Liability Coverage Part:			
Limit of Liability: \$2,000,000			
Insuring Agreement	Sublimit of Liability	Deductible Each Claim	Pending and Prior Litigation Date
A. Employment Practices Liability	\$2,000,000	\$5,000	06/06/2003
B. Third Party Liability	\$2,000,000	\$5,000	06/06/2003
<input checked="" type="checkbox"/> Defense Costs Outside the Limit of Liability Option		Unlimited	

<input checked="" type="checkbox"/> Fiduciary Liability Coverage Part:		
Limit of Liability	Deductible Each Claim	Pending and Prior Litigation Date
\$250,000	\$0	06/06/2003
<input type="checkbox"/> Defense Costs Outside the Limit of Liability Option		

<input type="checkbox"/> Crime Coverage Part:			
Insuring Agreement	Limit of Liability	Deductible	Options
<input type="checkbox"/> A. Employee Theft			<input type="checkbox"/> Loss Sustained or <input type="checkbox"/> Loss Discovered (If neither box above is designated with an X, this Policy shall be issued on a Loss Sustained basis)
<input type="checkbox"/> B. Customer Property			
<input type="checkbox"/> C. Inside the Premises			
<input type="checkbox"/> D. Outside the Premises			
<input type="checkbox"/> E. Forgery or Alteration			
<input type="checkbox"/> F. Computer Fraud or Fraudulent Transfer Instructions			<input type="checkbox"/> Investigation Costs Coverage – Sublimit of Liability:
<input type="checkbox"/> G. Currency Fraud			

<input type="checkbox"/> Kidnap, Ransom & Extortion Coverage Part:			
Insuring Agreement	Limit of Liability	Deductible	Options
<input type="checkbox"/> A. Kidnap, Ransom & Extortion			<input type="checkbox"/> F. Repatriation Costs Coverage – Limit of Liability: Deductible:
<input type="checkbox"/> B. Custody			
<input type="checkbox"/> C. Claims Costs			
<input type="checkbox"/> D. Response Costs 1. R&R Sublimit			
<input type="checkbox"/> E. Personal Injury Benefits 1. Death: 2. Mutilation: 3. Other Injury:			<input type="checkbox"/> G. Recall Costs Coverage – Limit of Liability: Deductible:

Item 7. Endorsements: See attached schedule of endorsements and notices.



Florida Signature Page

IN WITNESS WHEREOF, Arch Insurance Company has caused this policy to be executed and attested.

A handwritten signature in black ink that reads "Brian D. First".

Brian D First
President

A handwritten signature in black ink that reads "Regan A. Shulman".

Regan Shulman
Secretary



Florida Government Finance Officers Association, Inc.

2022-2023 Board of Directors - Executive Director

Agenda Item

2022-2023 BOARD OF DIRECTORS

OFFICERS

President

Jonathan McKinney

President-Elect

Frank DiPaolo

Secretary/Treasurer

Rip Colvin

DIRECTORS

Melissa Burns

Bryan Cahen

Nicole Jovanovski

Missy Licourt

Olga Rabel

Rebecca Schnirman

William Spinelli

Kelly Strickland

Meeting Date: March 31, 2023

Title of Item: Membership Report

Executive Summary, Explanation or Background:

Membership Paid	03/02/2023	01/11/2022	06/30/2022
Government:	2,239	2,041	2,359
Associate:	230	198	291
Lifetime/Retiree:	34	22	22
Student:	10	0	10
Total:	2,513	2,261	2,682

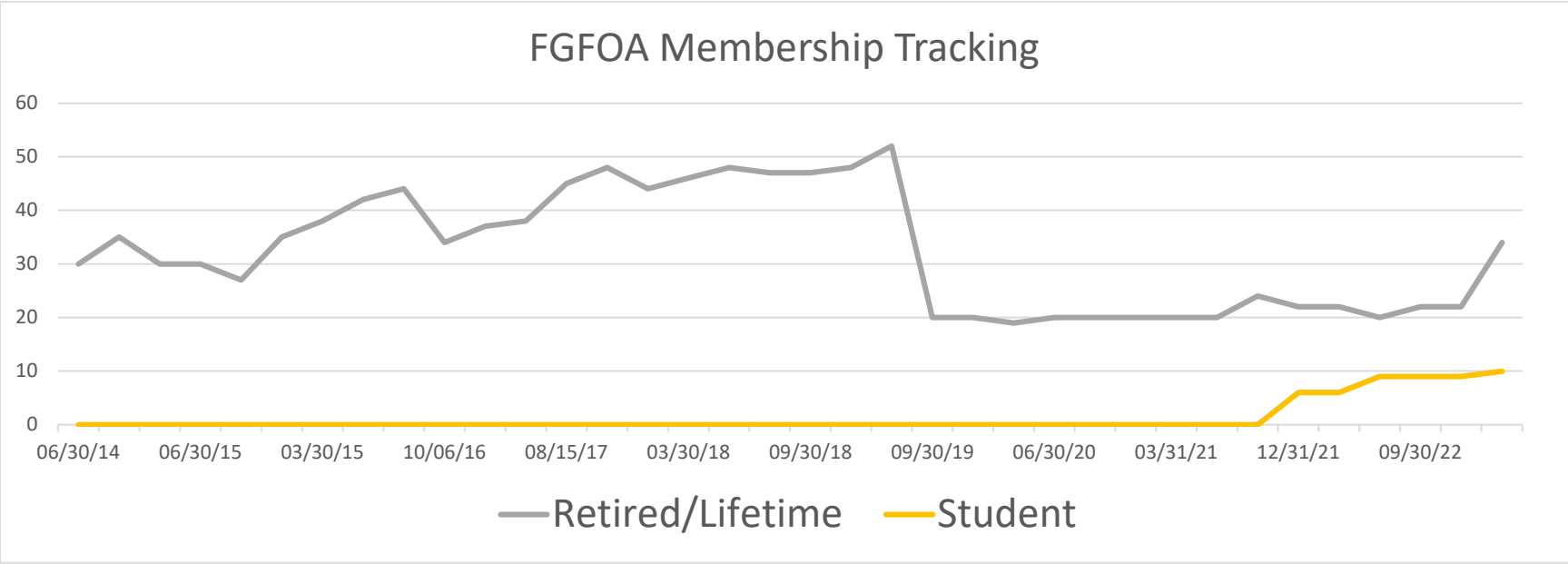
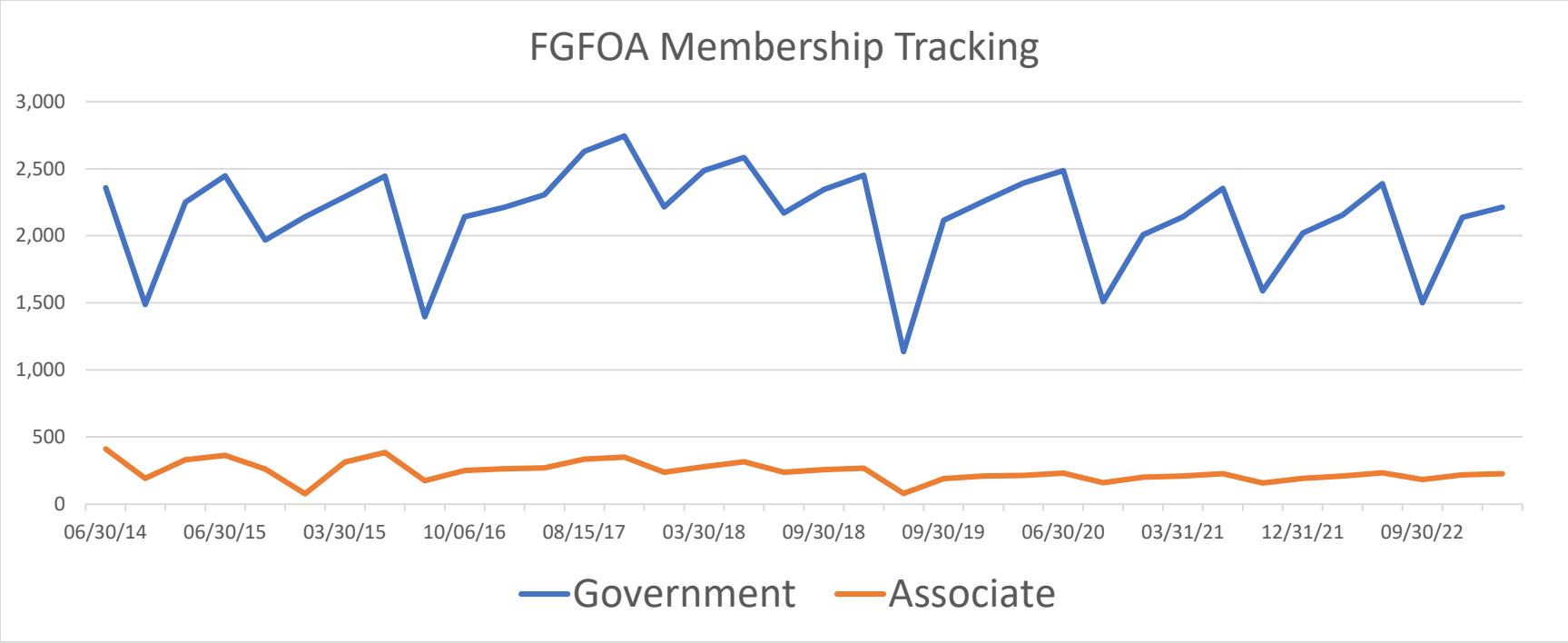
Recommended Action:

For review

Paul Shamoun

March 2, 2023

Date





Florida Government Finance Officers Association, Inc.

2022-2023 Board of Directors - Executive Director

Agenda Item

**2022-2023
BOARD OF DIRECTORS**

OFFICERS

President

Jonathan McKinney

President-Elect

Frank DiPaolo

Secretary/Treasurer

Rip Colvin

DIRECTORS

Melissa Burns

Bryan Cahen

Nicole Jovanovski

Missy Licourt

Olga Rabel

Rebecca Schnirman

William Spinelli

Kelly Strickland

Meeting Date: March 31, 2023

Title of Item: Investment Report

Executive Summary, Explanation or Background:

Certificates of Deposit

The FGFOA held Certificates of Deposit at two financial institutions. Due to the very low renewal offer, both CDs were redeemed, and a new CD was purchased in the amount of \$250,000 thru the CEDARS program with Capital City Bank.

	<u>Purchased</u>	<u>Bank</u>	<u>Amount</u>	<u>APY</u>	<u>Term</u>	<u>Maturity Date</u>
						Closed
	09/04/22	Synchrony Bank	\$0.00	0.03%	12 months	11/05/2022
	03/14/22	American Commerce	\$0.00	0.40%	12 months	03/14/23
	02/23/23	Capital City Bank	\$250,000.00	3.32	12 months	02/23/24
		Money Market Account				
		Vanguard	\$16,924.06			

Recommended Action:

For review

Paul Shamoun

February 29, 2023
Date

Florida Government Finance Officers Association, Inc.

2022-2023 Certification Committee

Agenda Item



2022-2023

CHAIRPERSON

Jeremy Baker, CGFO

Director of Finance
South Florida Regional
Transportation Authority (Tri-Rail)
801 NW 33rd Street
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BOARD LIAISON

Kelly Strickland

STAFF LIAISON

Karen Pastula

COMMITTEE MEMBERS

Dee Dee Beaver
Kelly Bennett
Rebecca Bowman
Kathleen Campbell
Sarah Graber
Dathan Griffiths
Carlisha Jenkins
Shernette Lee
Karin Lu
Robert Miller
Carmen Mosley
Susan Nabors
Anna Otiniano
Michael Perry
Mary-Lou Pickles
Liliya Sablukova
Scott Simpson
Todd Taylor
Vien Tran
Allen Weekes
Denese Williams

Meeting Date: March 31, 2023

Title of Item: Certification Committee Update

Executive Summary, Explanation or Background:

There are currently 561 active CGFOs. 85 have accepted an extension of the time to report their continuing education as approved previously by the Board. There are currently 293 CGFO candidates which includes new candidates added since the report in January. 4 of these candidates accepted an extension of their time to complete their requirements as approved previously by the Board.

Web-based reviews were conducted in February and March. There were 12 attendees for the AFR Review, 10 for Budgeting, 12 for Financial Administration, 9 for Treasury, and 10 for Debt. The exams were administered on March 24th. There are 53 candidates registered for a total of 124 exams at 9 locations (Miami, Pompano Beach, Royal Palm Beach, Winter Haven, Palatka, Plantation, Sarasota, Tampa, and Milton). The exams will be offered again at the Annual Conference in June. In-person Reviews and the Exams will be offered at the School of Government.

Recommended Action:

No recommended actions from this agenda item.

Jeremy Baker

Name

March 31, 2023

Date

Florida Government Finance Officers Association, Inc.

2022-2023 Certification Committee

Agenda Item



2022-2023

CHAIRPERSON

Jeremy Baker, CGFO

Director of Finance
South Florida Regional
Transportation Authority (Tri-Rail)
801 NW 33rd Street
Pompano Beach, FL 33064
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BOARD LIAISON

Kelly Strickland

STAFF LIAISON

Karen Pastula

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Sarah Graber
Dathan Griffiths
Carlisha Jenkins
Shernette Lee
Karin Lu
Robert Miller
Carmen Mosley
Susan Nabors
Anna Otiniano
Michael Perry
Mary-Lou Pickles
Liliya Sablukova
Scott Simpson
Todd Taylor
Vien Tran
Allen Weekes
Denese Williams

Meeting Date: March 31, 2023

Title of Item: CGFO Testing Options

Executive Summary, Explanation or Background:

The Certification Committee met on March 3rd with the President and President-Elect and Secretary/Treasurer to discuss Board Direction for CGFO Testing Options. The President, President-Elect, FGFOA Executive Director and Committee Chair were going to seek additional information for Board and Committee consideration.

Attached is a proposal from Florida International University to provide a comprehensive solution including test bank development and management as well as development of review collateral materials and administration of online exams (excluding the provision of proctors). This proposal is draft and subject to negotiation for terms, conditions and price.

Recommended Action:

The Certification Committee seeks direction from the Board as to the preferred method of testing so efforts can be deployed efficiently into developing the necessary changes for implementation.

Jeremy Baker

Name

March 31, 2023

Date

March 23, 2023

Draft Scope of Services
Florida Government Finance Officers Association
Certified Government Finance Officer Certificate (CGFO)
Supervision and Administration (2023-24)

Jorge M. Perez FIU Metropolitan Center – Who We Are

The Jorge M. Perez Metropolitan Center at Florida International University (JPMC) is the leading urban “think tank” in South Florida established in 1997 as an applied research unit under the School of International and Public Affairs (SIPA). The JPMC has a solid record of providing technical services to communities and organizations in the areas of economic development, housing, strategic planning, and program evaluation. Our approach to providing technical services is to consider the unique needs of individual communities and organizations, while adhering to recognized methodologies for data analysis and reporting. The JPMC houses the ongoing South Florida Regional Database Project, which includes asset mapping, best practice research, and full in-house Remote Sensing and Geographic Information Systems (GIS) capabilities. Moreover, we are a Census Information Center (CIS), which allows for early access to release data and data with restricted use.

Since 1997, the JPMC has accumulated an impressive track record of local, regional, and statewide public opinion and other types of survey research. Statewide public opinion polls and business surveys include the 2006-2010 Women-led Businesses Leadership Study, 2008 legislative issues poll, and the Hurricane Mitigation Study. The JPMC has also conducted regional and local surveys and focus groups for various organizations including Miami-Dade County, Univision, Miami Dade Expressway Authority, Broward County Department of Elections, the Greater Miami Chamber of Commerce, and the Florida Department of Transportation.

The JPMC’s overarching goal is to assist organizations in improving their internal processes, governance, and relationships with customers. To that end, we strive to develop research practices that will result in practical, usable data and analysis. In the context of local government organization and services, citizens and businesses can be viewed as customers of local government services. Thus, customer feedback may help local governments and organizations be more efficient in their delivery of services through process improvements or targeting of resources to specific areas. The JPMC’s unique expertise is our ability to formulate comprehensive solutions to complex public policy issues. Our senior leadership has over 100 years of experience in strategic analysis, economic development, affordable housing, and survey and public opinion analysis.

JORGE M. PÉREZ METROPOLITAN CENTER
Steven J. Green School of International and Public Affairs

1 930 SW 145th Ave • Miramar, FL 33027 • Tel: 954-438-8657 • metropolitan.fiu.edu

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Our multi-disciplinary team of experts has the capacity to deliver high quality plans with strong community and organizational support, with an established record of successful implementation. In addition, the JPMC has the unique capacity to draw on the expertise of FIU's talented academic community. The JPMC serves as a "portal" for its clients to enable easy access to key FIU departments and research centers. The JPMC works closely with School of Architecture, College of Business, Lehman Center for Transportation Research and Department of Public Administration. Lastly, the Center has a history of providing on-going support to its municipal clients above and beyond the negotiated scope of services. Clients know they can call on the JPMC for follow-up technical assistance and cutting-edge best practice research at little or no additional costs.

Proposal

Florida Government Officers Association Certified Government Finance Officer Exams.

Background

The following draft "Statement of Work" summarizes the Jorge M. Perez FIU Metropolitan Center's approach and tasks for designing, hosting, and administering the Florida Government Officers Association Certified Government Finance Officer Exams.

1. **Question Bank Supervision, Follow-up, and Subject-Matter Recommendations:** The JPMC will assume supervision of the question data bank for each of the five-subject matter components. Professor Howard Frank of the JPMC, and Professor David Guo of the Kansas Public Finance Center, will be the principals for this activity. Ms. Fola Orindare of the JPMC will manage the budget and personnel associated with the project. They will be assisted by a part-time graduate student. We mutually agree that the FGOA remains the lead subject matter provider and by providing test questions. However, maintaining content requires follow-up on specifics such as dates, figures, and stipulations related to state statute and local ordinances. This follow-up is in the purview of the JPMC.

The JPMC's supervision is for three semesters (i.e., the calendar year). While exam administration may be restricted to two semesters, content and exam revision is likely ongoing. This also allows time for the principals to consider timely subject matter recommendations to the FGOA oversight committee and provide sufficient lead time for introduction to the next testing cycle.

2. **Examination Administration:** The JPMC will work in close conjunction with FIU Online to produce appropriately formatted examinations that can be given to students onsite at locations of the FGOA's choosing. In establishing the price and examination parameters, FIU assumes a five-examination format with approximately 400 annual attempts.

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FIU Online's design will treat the Certificate as five separate examinations, rather than one examination with five components. The separate-examination approach confers two advantages. First, it allows takers and the FGOA greater flexibility in administration, with no assumptions made in testing sequence. Second, consistent with best practice, the results for each examination are self-contained, leaving no doubt in test takers' minds where they stand in the overall completion of the Certificate. Linking components could lead takers with the mistaken impression they have failed an examination when it has been passed while other components remain untaken. Implementing five separate examinations precludes this possibility.

There are some limitations within the scope, subject to further discussion between the parties. First, the JPMC will not provide proctoring for the examination. While we will be available to assist with potential glitches, this proposal does not include labor and travel costs for assisting with test administration in person. Second, this proposal assumes the JPMC will provide test results to the FGOA, with that organization disseminating results to its member-takers. An important corollary is that pricing includes one retake, but this is at the discretion of the FGOA. This scope assumes the FGOA will provide the JPMC with the names and e-mail addresses of the test takers. A corollary is that the FGOA serves as fiscal agent for the examination process. FIU could provide online payments for the examinations with additional set-up and transaction fees.

- 3. Six Month Review After Initial Start Date:** The JPMC and FGOA agree to a review of operations no later than six months into entering the agreement. This review will allow both parties time to consider service, cost, and effort. It is expected that the six-month window will provide for an initial review of questions and one examination administration from FIU Online.

4. Project Cost

The Jorge M. Perez Center (JPMC) at FIU is pleased to house the CFGO Certificate for the coming year for the price of \$75,157.84. In arriving at this price, the Center's scope of work encompasses the following.

Project Tasks	Cost
FIU Online Design & Maintenance Fees	\$1,250.00
Instructional Design Fees	\$1,600.00
External Participant	\$2,760.00
Course Hosting	\$750.00
Personnel	\$66,517.84
Other Operating Expenses	\$2,280.00
Total Cost	\$75,157.84

Any additional training support requested by the Florida Government Officers Association would be at additional cost to be determined by FIU Metropolitan Center.

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Florida Government Finance Officers Association, Inc.

2022-2023 Conference Program Committee

Agenda Item



2022-2023

CHAIRPERSON

Lorrie A. Brinson, MBA/PA, MSA, CGFO
Affordable Housing Business Manager
Hillsborough County
601 E Kennedy Blvd
Tampa, FL 33602-4932
(813) 274-6660
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BOARD LIAISON

Nicole Jovanovski

STAFF LIAISON

Jill Walker

COMMITTEE MEMBERS

George Barbar
Rob Broline
Zach Chalifour
Corman Conahan
Julie Davis
Jennifer Desrosiers
Shaunita Ervin
Linda Howard
Ronica Jackson
Peta-Gay Lake
Jeffrey T Larson
Kathleen Lee
Marcia Mack
Natasha Mazzie
Patrice Monaco-McBride
Rene O'Day
Angie Oxley
Annette Payne
Kadem Ramirez
Tracy Ramsey
Alice Rimer
James Rizzo
Sarah Simpson
Eugene Sherman
Caroline Sturgis
Jonathan Tapp
Christine Tenney
Allison Teslie
Tori Unseth

Meeting Date: March 31, 2023

Title of Item: Annual Conference Program

Executive Summary, Explanation or Background:

Please see attached 2023 Annual Conference Program
Master Draft Schedule of Classes

Recommended Action:

That the Board review current schedule and provide any
suggestions or guidance regarding programming.

Lorrie A. Brinson

Name

03/20/2023

Date

2023 FGFOA Conference Program					
June 24-28, 2023 Rosen Shingle Creek Orlando, FL					

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, and Personnel	Banking, Investment, Risk, Treasury Management, and Debt Management	Technology
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Saturday June 24, 2023

8:00 AM to 9:40 AM			Title: Building the Finance Professional; Communication Well Part 1 Date: Saturday June 24, 2023 Time: 8:00-9:40 am Topic: Communication is about to get a whole lot easier! Communication is getting a message from one mind into another mind as it was intended to be received. Anything that gets in the way of that is an obstacle, which must be demolished. Furthermore, communication is the steppingstone to advancement and succession planning. In this fast-paced two-part workshop, leaders learn how to make their communications satisfying for everyone. They discover how to position their messages in ways likely to obtain focused attention and interest. They learn how to anticipate fears, concerns, and possible misperceptions so they can be addressed proactively, giving the audience an immediate sense of rapport, and understanding. Participants learn a variety of question types to involve and engage their audience CPE: 2 hours (TB) Speaker: J Lenora Bresler J.D., CSP, SHRM-SCP, SPHR Bresler Training, LLC	Title: Economic Update Date: Saturday June 24, 2023 Time: 8:00-9:40 am Topic: This session will cover present an update on the global economy covering key components. This session will also delve into some of the Florida economic issues CPE: 2 hours (TB) Speaker: Mel Hamilton, Senior Vice President, Relationship Manager and Julie Hughes, Senior Portfolio Strategist Chandler Asset Management	
			Moderator: 	Moderator: Linda S. Howard,CFO FMPA	
10:00 AM to 11:40 AM			Title: Communication Well Part 2 Date: Saturday June 24, 2023 Time: 10:00-11:40 am Topic: Communication is about to get a whole lot easier! Communication is getting a message from one mind into another mind as it was intended to be received. Anything that gets in the way of that is an obstacle, which must be demolished. Furthermore, communication is the steppingstone to advancement and succession planning. In this fast-paced two-part workshop, leaders learn how to make their communications satisfying for everyone. They discover how to position their messages in ways likely to obtain focused attention and interest. They learn how to anticipate fears, concerns, and possible misperceptions so they can be addressed proactively, giving the audience an immediate sense of rapport, and understanding. Participants learn a variety of question types to involve and engage their audience CPE: 2 hours (TB) Speaker: J Lenora Bresler J.D., CSP, SHRM-SCP, SPHR Bresler Training, LLC	Title: Best Practices Date: Saturday June 24, 2023 Time: 10:00-11:40 am Topic: This session will include best practices, including investment policies and strategies CPE: 2 hours (TB) Speaker: Jeffery T. Larson, President Larson Consulting Services, LLC	
			Moderator: Lewis Chazan, JD MBA City of St Petersburg	Moderator: Linda S. Howard,CFO FMPA	
1:00 PM to 2:40 PM			Title: Your Leadership Journey: Why You Lead the Way You Do and What You Date: Saturday June 24, 2023 Time: 1:00-2:40 pm Topic: Leadership is a journey, and the path is different for everyone. In this highly interactive workshop, we will discuss the seven distinct leadership styles, their pros and cons, how they work in real life and not just theoretically, and how EACH of them has a place in the repertoire of a great leader. Participants will uncover the blind spots their preferred leadership style causes them to have and how to protect themselves from their own misperceptions and others' misunderstanding of their motives and plans. They will discover why they tend to lean on some leadership styles rather than others and what possibilities open up by increasing their leadership range. A great program for leaders of all levels, and particularly those with considerable management experience, this presentation is essential for any leader who understands that in order to develop other people's skills, one must constantly upgrade their own! CPE: 2 hours (TB) Speaker: J Lenora Bresler J.D., CSP, SHRM-SCP, SPHR Bresler Training, LLC	Title: Investing Through Multiple Interest Rate Cycles Date: Saturday June 24, 2023 Time: 1:00-2:40 pm Topic: This sessions will explore the ups and downs in a volatile market providing straetgies for success CPE: 2 hours (TB) Speaker: John Grady Public Trust Advisors	
			Moderator: 	Moderator: Linda S. Howard,CFO FMPA	

2023 FGFOA Conference Program					
June 24-28, 2023 Rosen Shingle Creek Orlando, FL					

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, and Personnel	Banking, Investment, Risk, Treasury Management, and Debt Management	Technology
3:00 PM to 4:40 PM			Title: Finding Your Currency Date: Saturday June 24, 2023 Time: 3:00-4:40 pm Topic: Are your employees zombies? Do they lack energy? We will discuss how to lead, encourage, and get the best out of yourself and everyone you work with by discovering motivational currently (What you and your team value) CPE: 2 hours (TB) Speaker: Nicole Gasparri, Director Strategic Management and Professional Development Palm Beach Clerk of Courts	Title: Pension Assets and Liabilities Date: Saturday June 24, 2023 Time: 3:00-4:40 pm Topic: How to make the most of your pension investments CPE: 2 hours (TB) Speaker: Jim Rizzo Gabriel, Roeder, Smith & Company	
			Moderator: Lewis Chazan, JD MBA City of St Petersburg	Moderator: Linda S. Howard,CFO FMPA	

Sunday June 25, 2023

First Time Attendees 11:00am - 11:45am

FGFOA Chapter President's Roundtable 12:00 - 12:45pm

1:00 PM to 2:40 PM	Title: GASB Update Date: Sunday June 25, 2023 Time: 1:00-2:40 pm Topic: This session will include the latest news from the Governmental Accounting Standard Board (GASB) and provide answers to address public confusion about current pronouncements. CPE: 2 Hours (AA) Speaker: Alan Skelton, CPA Director, Research and Technical Activities Governmental Accounting Standards Board	Title: Beyond Public Hearings: How to Engage Stakeholder During the Budget Process Date: Sunday June 25, 2023 Time: 1:00-2:40 pm Topic: This session focuses on how to engage and involve stakeholders in gathering useful information and providing them the opportunity to be part of the decision-making process. CPE: 2 Hours (TB) Speaker: Sheryl Trent Certified Master Facilitators Sbrand Solutions	Title: People, Places, and Purpose Date: Sunday June 25, 2023 Time: 1:00-2:40 pm Topic: Work life balance It talks about how we approach mental health from our biases and pre select without knowing the mental issues of others, stigma social acceptance, anxiety, and take people as individuals, places of where this happened and social groups. Helping people repurposing the person help people CPE: 2 Hours (BEH) Speaker: Judge Ari Porth, Circuit Court Judge, 17th Circuit Criminal Division Felony Mental Health Court Aisha McDonald, LMHC, Director of Training at the United Way Broward		
	Moderator:	Moderator: Rebecca Schniman Palm Beach County Director of Parks Financial & Support Svcs	Moderator: Lewis Chazan, JD MBA City of St Petersburg		
3:00 PM to 4:40 PM	Title: GASB Hot Topics Date: Sunday June 25, 2023 Time: 3:00-4:40 pm Topic: This session will cover the major accounting and financial reporting issues associated with implementing GASB 87. CPE: 2 Hour (AA) Speaker: Alan Skelton, CPA Director, Research and Technical Activities Governmental Accounting Standards Board	Title: Strategic Planning Part 1 Date: Sunday June 25, 2023 Time: 3:00-4:40 pm Topic: The Strategic Plan is a useful tool to ensure resources are properly allocated based on the top priorities of a community. For any Strategic Plan to be effective, collaboration and communication between all stakeholders, a rigorous process of goal setting, a data-driven evaluation of priorities, finance collaboration to address baseline budget assessments, and a budget that communicates the financial steps are necessary. This session will walk through a typical local government strategic planning process from beginning to end. CPE: 2 Hours (TB) Speaker: Dr. Dale E. Hartz Assistant Professor of Management Barry University Bernadette Hughes Assistant to the City Manager City of Coconut Creek Kisha Holland	Title: Building and Sustaining High Functioning Teams Date: Sunday June 25, 2023 Time: 3:00-4:40 pm Topic: This session will discuss building and sustaining effective teams by developing a culture and skills that promote cross-collaboration/collaboration, effectiveness and efficiency. CPE: 2 Hours (BEH) Speaker: Dr. Elvins Epps Elvis Epps Speaks Leadership Solutions		
	Moderator:	Moderator: Rebecca Schniman Palm Beach County Director of Parks Financial & Support Svcs	Moderator: Melissa Burns, MPA City of Atlantic Beach		

Monday June 26, 2023

8:00 AM to 9:40 AM	Opening General Session -	Opening General Session -	Opening General Session -	Opening General Session -	Opening General Session -
	Title: Auditor General and Department of Financial Services Update Date: Monday June 26, 2023 Time: 10:00 am-11:40 am		Title: Embracing Change in Uncertain Times Date: Monday June 26, 2023 Time: 10:00 am-11:40 am	Title: Investment 101 Date: Monday June 26, 2023 Time: 10:00 am-11:40 am	Title: To Cloud or Not to Cloud: Discussion On ERP (Panel) Date: Monday June 26, 2023 Time: 10:00 am-11:40 am

2023 FGFOA Conference Program
June 24-28, 2023 | Rosen Shingle Creek | Orlando, FL

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, and Personnel	Banking, Investment, Risk, Treasury Management, and Debt Management	Technology
10:00 AM to 11:40 AM	Topic: Update from the Florida Auditor General's Office and Department of Financial Services on current issues pertaining to local governments. CPE: 2 Hours (AA) Speaker: Derek H. Noonan, CPA Audit Supervisor Florida Auditor General Mark Merry Assistant Director State of Florida		Topic: This session will equip you with the right framework to deal with unprecedented challenges and circumstances including change in upper management. This session will break down change management in effective, actionable tasks, how to maintain organizational/departement culture and a solid communication plan. CPE: 2 Hours (BEH) Speaker: Ronald Clare, HR Director City of Hollywood	Topic: Market update, Key aspects of developing and implementing an Investment Policy and approach, including cash flow analysis, investment choices. CPE: 2 Hours (TB) Speaker: Zachary Falconer, Coordinator Sales & Marketing PMA Financial Network Bryan Hextell, Institutional Portfolio Manager, PMA Asset Management	Topic: This panel discussion will include a host of panelist discussing the benefits of going to the cloud as well as the challenges local governments have faced and solutions when transferring their software to the Cloud. CPE: 2 Hours (TB) Speakers: Linda Benoit, Pinellas County Frank DiPaolo, CFO City of Dania Beach Darryl McFarlane IT Division Director City of Dania Beach John McKinney Finance Director City of Port Orange
	Moderator:	Moderator:	Moderator: Rebecca Schirman Palm Beach County Director of Parks Financial & Support Svcs	Moderator: Anna Oliniano, CGFO Financial Services Director City of Plantation	Moderator: Melissa Burns, MPA City of Atlantic Beach

Standing Committee Meetings 11:50am - 12:50 pm

10:00:00 AM to 4:40 PM	Title: ARPA and Single Audit Update Date: Monday June 26, 2023 Time: 1:00-1:50 pm Topic: This session will provide a brief review of the Final Rule and compliance requirements for the CSLFRF and then dive into issues related to CSLFRF funding and how to make sure your governmental entity optimizes the use of those funds. In addition, it will cover changes to the 2023 compliance supplement and other single audit updates. CPE: 1 Hours (AA) Speaker: Joel Knopp, CPA, MSL CPAs & Advisors Jeff Wolf, CPA MSL CPAs and Advisors	Title: Exploring Additional and Alternative Revenue Sources Date: Monday June 26, 2023 Time: 1:00-1:50 pm Topic: Are your tax dollars stretched too thin and are you seeking additional revenue sources to help fund competing priorities? This session discusses several alternative revenue sources to help fund capital projects and government services, including special assessments, impact fees, utility taxes, and other less frequently used revenue sources that are authorized in the State of Florida. CPE: 1 Hour (AA) Speaker: Daniel Risola Assistant Budget Director Pasco County		Title: Developing a Capital Plan Date: Monday June 26, 2023 Time: 1:00-1:50 pm Topic: Budgeting for Capital Expenditures - how capital expenditures link to the strategic plan to attain Future Goals. Discussion includes incorporating debt uncertainties, ROI and fiscal policies into the program. CPE: 1 Hour (TB) Speaker: Diane Richard, CPA - CFO, City of Plant City	Title: Benefits of Moving to the Cloud Date: Monday June 26, 2023 Time: 1:00-1:50 pm Topic: Cloud computing has been around for approximately two decades. Despite the data pointing to the organizational efficiencies, cost-benefits, and competitive advantages it holds, a large portion of the business community continues to operate without it. According to a study by the International Data Group, 69% of businesses are already using cloud technology in one capacity or another, and 18% say they plan to implement cloud-computing solutions at some point. As this data shows, an increasing number of tech-savvy leaders recognize the many benefits of the cloud-computing trend. But more than that, they are using this technology to run their organizations more efficiently and better serve their customers. This presentation will the benefits of moving to the cloud. CPE: 1 Hour (TB) Speaker: Greg Miller, PhD Senior Manager,SaaS Migrations Tyler Technologies
	Moderator:	Moderator:	Moderator:	Moderator: Rebecca Schirman Palm Beach County Director of Parks Financial & Support Svcs	Moderator:
	Title: Internal Controls and Fraud in the Remote Environment Date: Monday June 26, 2023 Time: 2:00-3:20 pm Topic: Even in traditional work environments, it's easy for processes to become flawed and with the shift to a remote work environment, it has added another layer of controls that need to be evaluated. This session will provide guidance in designing and implementing internal controls to safeguard your organization. CPE: 1.5 Hour (AA) Speaker: Marc Grace, CPA Partner Keefe and McCullough CPAs and Stephen Emery Partner Keefe and McCullough CPAs		Title: Public Service Motivation Date: Monday June 26, 2023 Time: 2:00-3:20 pm Topic: This session will help the audience to understand what motivates public service employees and how community leaders recruit, train, retain, and inspire staff to elevate performance, retention and morale. We will discuss professional development and what really motivates by thinking about what's important to the employee and organization and embracing the meaning in their work. CPE: 1.5 Hours (BEH) Speaker: Dale Pazzdra, Deputy City Manager City of Coral Springs	Title: Investments 201 Date: Monday June 26, 2023 Time: 2:00-3:20 pm Topic: Given market and interest rates changes, hear how to review and adjust, as needed, your Investment Approach, and remember Investments Best Practices. CPE: 1.5 Hours (TB) Speaker: Mark C. Mason, CPA, Director of Financial Services, City of Cape Coral Jeffrey T. Larson, President Larson Consulting Services	Title: Latest Buzz on Drones Date: Monday June 26, 2023 Time: 2:00-3:20 pm Topic: Manatee County, Utilities Records is responsible for the recording, mapping, and locating of underground public infrastructure. As technology is at the core of our operations, we have developed cost saving procedures through GIS technology & drones. In this presentation, we will show how Geographic Information Systems & Unmanned Aerial Systems (Drones) have proven their effectiveness for everything from inspections of difficult facilities, to information gathering on tort claims. CPE: 1.5 Hours (TB) Speaker: Ryan Beggy, GISP Utilities Mapping Superintendent Manatee County
	Moderator:	Moderator:	Moderator:	Moderator: Anna Oliniano, CGFO Financial Services Director City of Plantation	Moderator: Rebecca Schirman Palm Beach County Director of Parks Financial & Support Svcs
	Title: Financial Reporting Complexities in Local Governments Date: Monday June 26, 2023 Time: 3:30-4:50 pm Topic: This session will provide answers to a series of hypothetical questions that present complex accounting and financial reporting and technology issues facing many Florida governments of varying sizes and structures. CPE: 1.5 Hours (AA)	Title: Economic Update Date: Monday June 26, 2023 Time: 3:30-4:50 pm Topic: 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. CPE: 1.5 Hours (TB)	Title: First time leaders and challenges faced Date: Monday June 26, 2023 Time: 3:30-4:50 pm Topic: This session will discuss the fundamentals of management, key skills, leadership tools, best practices and building a support network. This session will equip first time leaders with how to have a successful start. CPE: 1.5 Hours (BEH)	Title: Securing and Handling Grant and SRF Loan Programs Date: Monday June 26, 2023 Time: 3:30-4:50 pm Topic: Come learn about the process for securing various grants for Florida local governments, and accessing the State Revolving Loan (SRF) program. Session to cover application process, and how to record and account for any awarded grants or SRF Loans. CPE: 1.5 Hours (AA)	

2023 FGFOA Conference Program June 24-28, 2023 Rosen Shingle Creek Orlando, FL					
Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, and Personnel	Banking, Investment, Risk, Treasury Management, and Debt Management	Technology
	Speaker: Andrew Laffin Aclarian Moderator: Lorrie Brinson, CGFO Business Manager Affordable Housing Services Hillsborough County	Speaker: David Witthohn CFA, CIPM Senior Portfolio Specialist Insight Investment Moderator: Rebecca Schnirman Palm Beach County Director of Parks Financial & Support Svcs	Speaker: Esmond K Scott Village Manager of Miami Shores, Tanya Wilson Assistant Village Manager Miami Shores Laurette Jean, Budget Director City of Hollywood Moderator: Sarah Simpson, CPA CGFO Budget Manager City of Aventura	Speaker: Linda Senne, Finance Director, CPA, CGFM, CGMA Brendalee Westlake Grants Administrator City of Venice Moderator:	
Networking and Social Event 5:00pm - 6:30pm					

Tuesday June 27, 2023					
8:00 AM to 4:40 PM	Title: Changes to the Financial Reporting Model and to Revenue and Expense Recognition Date: Tuesday June 27, 2023 Time: 8:00 -9:40 am Topic: This session highlights GASB's two most potentially impactful in-process projects. The Financial Reporting Model project will update the guidance initially established by GASB 34. The Revenue and Expense Recognition project will provide conceptually based, comprehensive guidance for recognition of revenues and expenses.	Title: Budget Best Practices Date: Tuesday June 27, 2023 Time: 8:00 -9:40 am Topic: Looking for new and creative way to approach the budget process? We will walk through a local government budget process and learn some best practices that have proven to be effective. The session will cover best practices on all aspects of the budget process, including establishing a vision and priorities, engaging with the public, developing the annual budget, maintaining relationships and monitoring the budget throughout the year.	Title: Legislative Updates Date: Tuesday June 27, 2023 Time: 8:00 -9:40 am Topic: This session will review the 2023 legislative session, review the bills that passed and failed and discuss their implications for local governments	Title: Thinking with Probabilities in Mind Date: Tuesday June 27, 2023 Time: 8:00 -9:40 am Topic: "Pension liabilities on our balance sheets are measured using an expected rate of future investment return. Investment forecasters and actuaries have thoughts about how likely your pension fund will achieve your pension return assumption. We will explore our cognitive tendencies in how we think about the probabilities of success and failure. With examples from everyday life, we will refine how we use probabilities to come to conclusions and make decisions." If this is too long or too short, let me know and we can make adjustments.	
	CPE: 2 Hours (AA) Speaker: Racquel McIntosh, CPA Partner Grau and Associates	CPE: 2 Hours (TB) Speaker: Carline Sturgis Director, Office of Management & Budget City of Port. St. Lucie Ivy Ladyko Budget Manager City of Port St. Lucie	CPE: 2 Hours (TB) Speaker: Julie F Klahr, PA Goren, Cherof, Doody & Ezrol PA, Attorneys At Law	CPE: 2 Hours (TB) Speaker: Jim J. Rizzo, ASA MAA Senior Consultant and Actuary Israel Bichachi Gabriel, Roeder, Smith & Company	
	Moderator:	Moderator: Rebecca Schnirman Palm Beach County Director of Parks Financial & Support Svcs	Moderator: Anna Oliniano, CGFO Financial Services Director City of Plantation	Moderator:	Moderator:
	Title: Broadband and Infrastructure Programs: Compliance Hot Topics Date: Tuesday June 27, 2023 Time: 10:00-11:40 am Topic: The objective of this session is to provide a high level overview of the various Broadband and Infrastructure programs funded by the multiple post-pandemic federal economic stimulus Acts, with a focus on the differences between them, and compliance matters that need to be monitored as a result. Single Audit and subrecipient monitoring procedures and common audit issues will also be presented.	Title: Truth in Millage: What It Is and Why Is it Important? Date: Tuesday June 27, 2023 Time: 10:00-11:40 am Topic: Chances are, if you work in government you have heard the term "TRIM." But what is it really and how do we ensure compliance? This sessions discuss the Truth in Millage (TRIM) process and the compliance requirements for government agencies, as well as common errors to avoid.	Title: Public Records Request & Sunshine Law Date: Tuesday June 27, 2023 Time: 10:00-11:40 am Topic: This session will focus on the Ethics, public records act, electronic records/records management, and how to comply with the Sunshine Law	Title: Update on the Latest Banking Technologies, Cost Savings Date: Tuesday June 27, 2023 Time: 10:00-11:40 am Topic: This session will focus on some of the latest banking technology and cost savings options	
	CPE: 2 Hours (AA) Speaker: Jill Reyes, CPA RSM US LLP	CPE: 2 Hours (TB) Speaker: Breaua Hines Tax Specialist II Property Tax Oversight Program Florida Department of Revenue	CPE: 2 Hours (TB) Speaker: Dan O'Hagan, Assistant General Counsel and Regulatory Compliance Counsel Florida Municipal Power	CPE: 2 Hours (TB) Speaker: Brian S Anderson, Executive Director Senior Product Manager, JPMorgan	
	Moderator: Rebecca Schnirman Palm Beach County Director of Parks Financial & Support Svcs	Moderator: Anna Oliniano, CGFO Financial Services Director City of Plantation	Moderator: Rip Colvin, Executive Director Justice Administrative Commission	Moderator:	Moderator:

Innovation Awards Luncheon & Past Presidents Recognition					
	CPE: ACFR 101: Where to Start if you Want to Prepare your ACFR Date: Tuesday June 27, 2023 Time: 1:00pm - 2:40 pm Topic: This session will cover the basics of what goes into preparing the ACFR, including discussion on required sections, what information you will need to gather and where you can get it, and common findings in first year ACFRs.	CPE: Strategic Planning Part 2 Date: Tuesday June 27, 2023 Time: 1:00pm - 2:40 pm Topic: So you just completed the Strategic Plan. Congratulations! Now what? After going through the process and developing your Strategic Plan, it is now time to roll it out and ensure accountability to the public. But how do you do that? How do you translate those strategic initiatives into actionable and measure objectives, and most importantly, how do you tie it all into the budget process? This panel discussion addresses how to make that shift where the strategic plan becomes the basis of the budget, how to determine overall measurable objectives; how to engage the public and employees to support the strategic plan; and how to ensure accountability.		Title: Putting Your Best Foot Forward - How to Prepare for a Bond Insurer, Rating Agency Presentation or Annual Surveillance Call CPE: Tuesday June 27, 2023 Time: 1:00pm - 2:40 pm Topic: This session will address key questions like, what is the actual financial need, what financing method is best in this case, what is the size of the need, when do I need the funds, and what is the best structure for this transaction. Then, focus on how to present all of this to a rating agency in the best light for a positive rating.	CPE: Financial Transparency "Spending in the Sunshine" Date: Tuesday June 27, 2023 Time: 1:00pm - 2:40 pm Topic: This session models a state-of-the-art financial transparency website titled "Spending in the Sunshine." Pinellas County will highlight the legal, logistical, and technology concerns when developing a transparency website. See how this user-friendly site shows how government funds are spent. Transparency provides citizens with a window into government spending.

2023 FGFOA Conference Program
June 24-28, 2023 | Rosen Shingle Creek | Orlando, FL

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, and Personnel		Banking, Investment, Risk, Treasury Management, and Debt Management	Technology	
	<p>CPE: 2.0 Hour (AA)</p> <p>Speaker: Julie Davis, CPA Shareholder Rivero, Gordimer & Company, PA</p>	<p>CPE: 2.0 Hours (TB)</p> <p>Speaker: Dr. Dale E. Hartz Assistant Professor of Management Barry University</p> <p>Bernadette Hughes Assistant to the City Manager City of Coconut Creek</p> <p>Kisha Holland Budget & Grants Manager City of Coconut Creek</p> <p>Sheryl Trent Sbrand Solutions</p>			<p>CPE: 2.0 Hours (TB)</p> <p>Speaker: Jim Cooke IV, City Treasurer- Clerk, City of Tallahassee</p>	<p>CPE: 2 Hours (TB)</p> <p>Speaker: Ken Burke, Pinellas County Clerk of the Circuit Court & Comptroller Daniel Coughenour, Manager of Financial Accounting Pinellas Clerk's Office Amanda Coffey, Managing Assistant County Attorney, Pinellas County Chandra Peddu, Manager of Enterprise Business Services, Pinellas Clerk's Office</p>	
	<p>Moderator:</p>	<p>Moderator: Rebecca Schnirman Palm Beach County Director of Parks Financial & Support Svcs</p>	<p>Moderator:</p>		<p>Moderator:</p>	<p>Moderator:</p>	
	<p>Title: Common Audit Findings 2022</p> <p>Date: Tuesday June 27, 2023</p> <p>Time: 3:00 pm - 4:40 pm</p> <p>Topic: This session will include discussion of common audit findings at various local government entities related to financial reporting, internal controls and compliance as well as best practices for addressing them.</p> <p>CPE: 2 Hours (AA)</p> <p>Speaker: Lorrie Brinson, MBA/PA, MSA, CGFO Business Manager Affordable Housing Services</p> <p>Roderick Harvey, CPA, CVA HCT Certified Public Accountants & Consultants, LLC</p>	<p>Title: Collective Bargaining in the 2020s: Managing Employee Expectations and Transition Without Breaking the Budget</p> <p>Date: Tuesday June 27, 2023</p> <p>Time: 3:00 pm - 4:40 pm</p> <p>Topic: What are the current trends in public sector collective bargaining and employment? Under volatile economic conditions and coming out of pandemic-induced constraints, local governments are facing a myriad of employment issues involving demands for wage and benefit increases, greater work-life balance, and retirement, transition and succession challenges. The panel will address recent developments in collective bargaining and retirement law, and what governments can do to effectively prepare for and deal with employee demands in an inflationary cycle, while balancing other community needs, all while preparing a sustainable 2 Hours (TB)</p> <p>CPE: 2 Hours (TB)</p> <p>Speaker: Jim Linn and Janice Rustin Lewis, Longman & Walker, P.A.</p> <p>Brett J. Schneider Weiss Serota Helfman Cole & Bierman</p> <p>Susan Grant, C.P.A. Assistant City Manager City of Fort Lauderdale</p>	<p>Title: RFP, RFI, and RFQ Panel</p> <p>Date: Tuesday June 27, 2023</p> <p>Time: 3:00 pm - 4:40 pm</p> <p>Topic: This would be a panel discussion with procurement and an attorney on the differences between request for proposals, request for information and request for quotation and maintaining compliance</p> <p>CPE: 2 Hours (AA)</p> <p>Speaker: Steven Hall, Chief of General Services Office of State Court Administrator</p>	<p>Title: Capital Financing Options</p> <p>Date: Tuesday June 27, 2023</p> <p>Time: 3:00 pm - 4:40 pm</p> <p>Topic: How to formulate a Capital Improvement Plan, and Look at Bank, Bond finance and other options where external financing is needed.</p> <p>CPE: 2 Hours (TB)</p> <p>Speaker: Molly Clark, PRAG Advisors</p>			
	<p>Moderator:</p>	<p>Moderator:</p>	<p>Moderator: Rebecca Schnirman Palm Beach County Director of Parks Financial & Support Svcs</p>		<p>Moderator:</p>	<p>Moderator:</p>	

Association Night

Wednesday June 28, 2023

Annual Business Meeting

	Title: How to Pass Your Single Audit Date: Wednesday June 28, 2023 Time: 9:00-10:40 am Topic: Federal and State grants are critical funding sources for many governments and special districts but also come with many different compliance requirements. This session will give a single audit specialist's best tips on what finance officers and grant managers can do to prepare in advance for their required annual single audits over federal and state grants. Learn what your auditors will be looking for so you can pass your single audit easily and efficiently.	Title: Free but Not Easy: How to Compete for and Manage Grants Date: Wednesday June 28, 2023 Time: 9:00-10:40 am Topic: Local governments often turn to grant opportunities to help fund new initiatives, provide for new capital projects, or support important initiatives that otherwise would be unaffordable. However, the effort required to find, manage, and report on grants can be significant, especially for a small government. Attendees will learn how to distinguish between types of grants, write a better, more competitive grant proposal, and learn how to implement and comply with complex grant requirements.					Title: Cyber Security in the Remote Environment Best Practices Date: Wednesday June 28, 2023 Time: 9:00-10:40 am Topic: Best practices for employers and employees; when it comes to employees working remote or on hybrid work schedules.
	CPE: 2 Hours (AA) Speaker: April Shuping Partner Carr, Riggs & Ingram	CPE: 2.0 Hours (TB) Speaker: Stephen Brice President Carlisle Thompson Amanda Harner Financial Grants Manager Seminole County					CPE: 2 Hours (TB) Speaker: Paul Jones, CIP WPB
	Moderator:	Moderator: Rebecca Schnirman Palm Beach County Director of Parks Financial & Support Svcs	Moderator:		Moderator:	Moderator: Lorrie Brinson, CGFO Business Manager Affordable Housing Services Hillsborough County	
8:00 AM to 11:40 AM		Title: Capital Planning for the Future What Happens When the Money Runs Out? Date: Wednesday June 28, 2023 Time: 11:00-11:50 am					Title: Tips and Tricks in Excel Date: Wednesday June 28, 2023 Time: 11:00-11:50 am

2023 FGFOA Conference Program
June 24-28, 2023 | Rosen Shingle Creek | Orlando, FL

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, and Personnel	Banking, Investment, Risk, Treasury Management, and Debt Management	Technology
		<p>Topic: The American Rescue Plan Act (ARPA) and various other federal and state funding opportunities have injected local governments with much needed funding to pay for capital infrastructure. However, when the money runs out, many communities will be faced with the headache of how to pay for future capital projects and ongoing maintenance. Attendees will learn how to plan for long-term capital costs, budget sustainably, and enact smart financial policies to ensure governments are using one-time funds responsibly.</p> <p>CPE: 1.0 Hours (TB)</p> <p>Speaker: Sage Kamiya Superintendent of Public Works/City Engineer City of Holmes Beach Marcela Millett Senior Planning & Performance Analyst, Palm Beach County</p>			<p>Topic: With the proliferation of data availability from all sorts of various sources with CSV files coming at you from all directions, take some time to learn some useful tools, tips, and tricks in Excel to help you slice and dice, analyze, and report on this data. In this session, we will look at incorporating external data sources, combining workbooks, formatting tools to make reporting easier, and goto formulas to get the most out of the data. See how easy it is to turn text information into a data powerhouse in just a few clicks.</p> <p>CPE: 1 Hours (TB)</p> <p>Speaker: Louis "Joly" Boglioli, III, CGFO Director of Finance City of Stuart</p>
	Moderator:	Moderator:	Moderator:	Moderator:	Moderator: Rebecca Schnirman Palm Beach County Director of Parks Financial & Support Svcs



Florida Government Finance Officers Association, Inc.

2022-2023 Educational Programs Committee

Agenda Item

2022-2023

CHAIRPERSON

Annette Otiniano, CGFO
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Karen Pastula

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Cindy Emshoff
Dathan Griffiths
David Jang
Crystal Kinzel
Debra Martin
Richard Pengelly
Jose Regueiro
Katie Roundtree
William Seiter
Linda Short
Dennise Suarez
Jonathan Tapp
Andrew Thompson
Angela Votaw
Denese Williams

Meeting Date: Date 3/31/2023

Title of Item: Committee Status Update

Executive Summary, Explanation or Background:

Since the last board meeting in January the Committee held 5 Webinars from January – March, 2 in January, 2 in February and 1 in March. All webinars were attended well and had a lot of positive feedback. The webinar topics and number of registrants were as follows:

- The Impact of Higher Interest Rates on the Economy & Budget - 402 attended the live session & 74 registered for the recording.
- Funding Considerations for Pensions & OPEBs - 311 attended the live session and 82 registered for the recording.
- Understanding your Financial Statements: How to know when your organization is doing well and when it is not - 495 attended the live session and 151 registered for the recording
- External Auditor Solicitation & Selection Committee Best Practices - 381 attended the live session & 167 registered for the recording.
- ERP Implementation - 287 attendees and 229 registered for the recording.

The Committee has 4 additional webinars scheduled from April to May. Feedback and update on attendance will be provided at the next FGFOA Board meeting in June.

Recommended Action:

No action required at this time.

Annette Otiniano

Name

3/17/2023

Date

Florida Government Finance Officers Association, Inc.

2022-2023 Event Host Committee

Agenda Item



2022-2023

CHAIRPERSON

Sharon Almeida, CGFO
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Bryan Cahen

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Cecilia Guerrero
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Shane Herman
Abigail Herrera
Penny Hill
Vanna Lawitzke
Kathleen Lee
Lisa Lynch
Marcia Mack
Natasha Mazzie
Everlyne Okoduwa
Angie Oxley
Bobbie Todd
Rebecca Tew
Tori Unseth
Natalee Wallace

Meeting Date: March 31, 2023

Title of Item: Annual Conference Update

Executive Summary, Explanation or Background:

The committee has been working diligently on securing the individuals for the Opening Ceremony. We have secured the following:

Invocation – Pastor David Thomas, El Bethel Temple of Orlando

National Anthem – Arielle Mitchell, Nassau Clerk's Office

Welcome Speech – Mayor Demings of Orange County

We are still working on the Color Guard and Bag Pipes.

We have also chosen a canvas tote bag as the welcome gift (similar to the one below).



Recommended Action:

Information Only.

Sharon Almeida

Name

3/17/2023

Date

Florida Government Finance Officers Association, Inc.

2022-2023 Professional Development Committee

Agenda Item



2022-2023

CHAIRPERSON

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Michael Gauci
Sheila Goldman
Jeanette Little-Haynes

Tanra-Lee Milson
Carmen Mosley
Annette Payne
Linda Short
Sarah Simpson
Dennise Suarez
Allison Tesla
Daniel Petraroia
William Bowers

Meeting Date: March 31, 2023

Title of Item: Professional Development Committee Update

Executive Summary, Explanation or Background:

Mentor Mentee Sub-Committee update: the Mentor/Mentee program has been off to a great start under the leadership of sub-committee chair Bill Bowers. We are working on the program for next year (most likely will have quarterly educational sessions) and hope to be able to do some recruitment for mentors at Conference. Additionally, we are discussing having a mentor training session before the start of the program to ensure the quality of the program.

Leadership FGFOA Sub-Committee update: Selections were made and we are looking forward to hearing feedback from the attendees. We are working to update the scoring criteria and application for next year's program.

Outreach Sub-Committee update: We have not had an opportunity to focus on outreach; however, we are planning a meeting in the near future to discuss.

Recommended Action:

None

Lewis Chazan

Name

3/13/2023

Date

Florida Government Finance Officers Association, Inc.
2023 School of Governmental Finance Committee
Agenda Item



2023

CHAIRPERSON

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Melissa Licourt

STAFF LIAISON

Karen Pastula

SUB-COMMITTEE MEMBERS

COMMITTEE MEMBERS

Meeting Date: March 31, 2023

Title of Item: SOGF Sub-Committee Chair Meeting

Executive Summary, Explanation or Background:

The 2023 sub-committee chair meeting was held March 2, 2023. Sub-committee chairs have been confirmed and are as follows:

Jennifer Desrosiers – Financial Management and Leadership
Tanya Quickel – Treasury and Debt
Christine Tenney – Budget
Kathrine Woodruff – Accounting and Financial Report

Committees are actively working on topics and descriptions for the 2023 SOGF. Sub-committee chairs will provide an updated list of active members.

Recommended Action:

Information only. No action required

Elizabeth Walter
Name

March 17, 2023
Date



Florida Government Finance Officers Association, Inc. 2022-2023 Technical and Legislative Resources Committee Agenda Item

2022-2023

CO-CHAIRPERSON

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Ryan Bernal
Barbara Boyd
James Braddock
Maria Calvillo
Kathleen Campbell
Yvonne Clayborne
Robyn Dearth
Shanique Dimonnay
Ajay Gajjar
Dathan Griffiths
Cecelia Guerrero
James Halleran
Sheron Harding
Natalie Hinger
Casey Howard
Derek Johnssen
Crystal Kinzel
Ken Lee
Michael Middleman
Jean-Michel Neault
James Rizzo
Linda Short
Andrea Simon
Robert Villar
Anthony Walsh

Meeting Date: March 31, 2023

Title of Item: March Board Meeting Update

Executive Summary, Explanation or Background:

The Committee met on February 21, 2022, to review and discuss the GASB Exposure Draft – *Additional Proposal for Implementation Guidance Update—2023*. Our proposed response was submitted to the Board for consideration on the same day, and the signed response was sent to GASB for consideration on 3/1/2023. The signed response is attached to this update.

The legislative session officially kicked off March 7th. They are many bills that have an impact on local government. The committee has been asked to provide feedback on two bills as of 3/20/23. Copies of the response sent for HB3 are attached to the agenda.

Key 2023 Legislative Session Dates

- April 22, 2023, Motion to reconsider made and considered the same day
- All bills are immediately certified April 25, 2023, 50th day – last day for regularly scheduled committee meetings.
- May 5, 2023, 60th day – last day of Regular Session

Recommended Action:

No Action needed. For informational purposes

Derek Noonan & Stephen Timberlake

Name

3/20/2023

Date

Jill Walker

From: Timberlake, Stephen <STimberlake@ci.boca-raton.fl.us>
Sent: Monday, March 20, 2023 8:46 AM
To: Jill Walker
Subject: FW: HB3 Feedback
Attachments: HB3 Comments JMN.docx

Can you put the email and attachment in the agenda package for the March board meeting?

Thanks

ST

Stephen Timberlake | Special Projects Manager

P 561-367-7084 | stimmerlake@myboca.us

From: Timberlake, Stephen
Sent: Thursday, February 23, 2023 1:03 PM
To: Paul Shamoun <PTShamoun@flcities.com>
Subject: HB3 Feedback

Paul,

I was able to get a variety of responses around HB 3.

The overall concern is the requirement to add another report for each entity. Other concerns called out included voting on Proxys and the impact to bond ratings based on the criteria listed in the bond section.

The attached word document is a good overview provided by committee member Jean-Michel Neault.

In addition, over comments received are below.

From Committee Members:

- Responding from the standpoint of the auditor, there's not much (anything) that will create additional burden on the financial statement audit aside from the evaluation of whether pension investments are in compliance with state statutes. It looks like the additional attestation requirements will be outside of the annual financial reporting package.
- The proposed legislation is designed to oppose the enforcement of this new financial measurement model controlling which investments state agencies such as the Florida Retirement System should or should not invest in. Information submitted by organizations required to determinate of an ESG score has currently increased the reporting work load. A low or non-existent ESG score can have a direct impact on whether organizations can obtain funding for operations. Non-compliance with ESG measurements can too easily become subjective based on the opinion of those issuing ESG scores. While ESG goals are admirable the tool has become politically charged as the best way or the only way to guarantee the granting of human rights to the organizational stakeholders.
- A significant portion of investment activity of the Florida State Board of Administration (and probably by local government pension plans and investment portfolios) is handled by investment companies. As a result, the law should focus any regulatory burden on external investment companies to get the most benefit at the least cost. Keep the reporting requirements on investment companies and public depositories since they may be less likely to be transparent and this would be a tool for ensuring compliance. Remove reporting requirements on state agencies and local governments since there is already transparency on their investments and practices.
- Regarding Shareholder Rights (proxy voting for corporate directors and resolutions), state agencies and local governments should be exempt from the proposed reporting requirements. If the reporting requirements are

too burdensome, state agencies, local governments and investment companies may choose not to do proxy voting. They could have a policy to not vote for anything. This in turn, would be counterproductive to what the proposed legislation is attempting to do. If a significant proportion of proxy voting is not done then, “fringe” proxy voters would have “more” (not less) influence as a result of this proposed legislation. See Section 112.662 on pages 9 and 10. The best thing would be to remove the additions to Section 112.662, i.e. the specific requirements related to “shareholder rights” since other parts of this proposed legislation would cover the general principles to be followed.

From Professionals outside of the Committee:

- After a quick review, including the proposed amendments, the new law would also require all investment management agreements “entered or renewed” after 7/1/23 to include certain requisite “disclaimer” language as well as heightened proxy voting restrictions by local law pension plans. We are watching for impacts closely
- The bond related provisions appear to prohibit the issuance of “Green/ESG Bonds” which in and of itself should not have an impact on an issuer’s borrowing cost in the current market. The reason I say this is because there is not clear data that shows Green Bonds price more aggressively than traditional bonds. This could change in the future if investors are willing to pay a premium (lower interest rate) for Green Bonds.
- The perhaps more troubling issue relates to the prohibition on using a rating from a rating agency whose ESG factors negatively impact a rating. Again all of the rating agencies have stated that while they are analyzing ESG factors, they will not lead to a rating downgrade. So again in the current market this doesn’t seem to limit the ability to use any of the rating agencies. The issue that could come about in the future is if one or all of the rating agencies do start taking rating action related to ESG factors. If issuers are not able to get credit ratings in the future this could have a material impact on the pricing of bonds.

I am in pension meeting this afternoon and if I hear anymore I will share.

Hope this helps. Let me know if you need more.

ST

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HB 3: Impact on Pension Plans, Bond Issuance and Procurement

I. Pension Plans

1. Investing

- a. Must make decisions based solely on pecuniary factors and may not subordinate the interests of the people of this state to other objectives, including sacrificing investment return or undertaking additional investment risk to promote any non-pecuniary factor. The term “**pecuniary**” **does not include the consideration or furtherance of any social, political, or ideological interests.**

2. Reporting

- a. By December 15, 2023, and by December 15 of each odd-numbered year thereafter, each retirement system or plan shall file a **comprehensive report** detailing and reviewing the governance policies concerning decision making in vote decisions and adherence to the fiduciary standards required of such retirement system or plan under this section, including the exercise of shareholder rights.
- b. Certification and disclosure requirements for investment advisers and managers. (1) An investment adviser or manager who has discretionary investment authority for direct holdings and who is retained as provided in s. 215.44(2)(b) shall agree pursuant to contract to annually certify in writing to the board that: All investment decisions made on behalf of the trust funds and the board are made based solely on pecuniary factors.

Notes:

- **No specific mention not to invest in ESG** funds or in entities who have ESG related accreditations or pursue missions that are in-line with what would be considered “ESG”.
- **ESG related factors should not have a weight in the investment decisions.** Those decisions should be based on a consideration of risks, financial metrics, and to maximize return for the plan and its members.
- ESG funds are not prohibited but we will probably need to go above and beyond to prove and document how they represent the best investment option for the plan’s funds. This **may result in plans avoiding ESG investments even if potential returns are greater than comparable non-ESG investments.** If ESG related investment returns are favorable in the future due to demand for those investments and large amount of capital being invested into these funds/projects, pension funds may relinquish potential earning opportunities just because they avoided those funds in fear of scrutiny and/or having to document and explain their ESG investment decisions.
- **Comprehensive report:** How much/what information is required? Is a comprehensive report really needed or is this more of a certification that we follow the policies implemented because of this bill? We would **need to know more about the requirements** to determine the impact on plans and the resources needed to prepare the reports.
- **Investment advisor/manager certification:** Any additional service from third-party advisors / managers result in additional costs to the plan.

II. Bonds

1. ESG bonds issuance prohibition:
 - a. ESG bonds" means any bonds that have been designated or labeled as bonds that will be used to finance a project with an ESG purpose, including, but not limited to, green bonds, Certified Climate Bonds, GreenStar designated bonds, and other environmental bonds **marketed** as promoting an environmental objective; social bonds **marketed** as promoting a social objective; and sustainability bonds and sustainable development goal bonds **marketed** as promoting both environmental and social objectives.
2. Third party verifier prohibition:
 - a. **Prohibited** to expend public funds or use moneys derived from the issuance of bonds **to pay for the services of a third-party verifier, including, but not limited to, certifying or verifying that bonds may be designated or labeled as ESG bonds.**
3. Rating Agencies:
 - a. Prohibition to enter into a contract with any **rating agency whose ESG scores for such issuer will have a direct, negative impact on the issuer's bond ratings.**
4. Reporting
 - a. **Correspondence between government and investment manager must include a disclaimer:** if such communication discusses social, political, or ideological interests; subordinates the interests of the company's shareholders to the interest of another entity; or advocates for the interest of an entity other than the company's shareholders: The views and opinions expressed in this communication are those of the sender and do not reflect the views and opinions of the people of the State of Florida.

Notes:

- Issuers will not be allowed to issue ESG bonds. But this may not mean that an entity cannot issue a bond to finance a project such as wind turbine or solar project that was determined to be the most beneficial and better investment for the residents/taxpayers. The project just cannot be **marketed** as promoting an environmental objective. It should be marketed as the most financially sound project.
- What if issuing ESG certified bonds is a **requirement to obtain Federal Government grants** or subsidies for a project? This could impact municipalities and other local government negatively.
- What if all major **rating agencies begin to look at issuers' ESG scores**? Having a lower ESG score may result in a higher cost of borrowing for issuers (municipalities). Obtaining a rating from a non-major rating agency who does not account for the issuer's ESG score may also result in a higher cost of borrowing.
- Reporting: **Another disclaimer.**

III. Procurement

1. Prohibition against considering social, political, or ideological interests in government contracting.
 - a. Awarding body may not request documentation of or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor. An awarding body may not give preference to a vendor based on the vendor's social, political, or ideological interests.

Notes:

- What about awarding a contract to a minority owned, women owned, etc. business? **Are these considered "social interests?** Revisions to procurement codes may be needed.



Florida Government Finance Officers Association, Inc.

2022-2023 Technical and Legislative Resources

Committee Agenda Item

2022-2023

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James Halleran
Sheron Harding
Natalie Hinger
Casey Howard
Derek Johnssen
Crystal Kinzel
Ken Lee
Michael Middleman
Jean-Michel Neault
James Rizzo
Linda Short
Andrea Simon
Robert Villar
Anthony Walsh

Meeting Date: March 31, 2023

Title of Item: Technical and Legislative Resources
Committee Policies and Procedures Manual

Executive Summary, Explanation or Background:

The Co-Chairs and Board Liaison have reviewed, combined, and updated the Technical and Legislative Resources Committee Policies and Procedures Manual.

Recommended Action:

Approve the Technical and Legislative Resources Committee Policies and Procedures Manual

Derek Noonan & Stephen Timberlake

Name

3/20/2023

Date



Florida Government Finance Officers Association Technical and Legislative Resources Committee Policies and Procedures Manual

I. Membership Structure

- A. The committee should be composed of at least 10 active members, not including the chairperson(s).
- B. Members should include a cross-section of the FGFOA to include state, county, city, special purpose governments, public schools, and other FGFOA representation.
- C. The Co-Chairpersons are appointed by the President and serves as overall Committee coordinator. The President may appoint two Co-Chairpersons if the committee's workload is expected to be high.
- D. The Co-Chairpersons appoint Vice-Chairperson for subcommittees for each major area of responsibility, if needed.

II. Purpose, Goals and Action Plan

- A. Purpose: The Committee operates as a technical and informative resource for all FGFOA members on issues related to legislative updates, governmental finance and accounting, and responds to the membership, where possible, in these areas.
- B. Long Range Goal: Improve the quality of GASB pronouncements and legislatively driven issues.
- C. Short Range Goals:
 - 1. Stay alert to changes, problems and innovations in government finance, both nationally and within the State.
 - 2. Identify, analyze and solicit feedback from the membership on Florida State legislative issues of importance to FGFOA members.
 - 3. Provide timely financial impact feedback related to the proposed legislative actions requested by the legislative administrators (or associated Lobbyists).
 - 4. Bring governmental financial matters to FGFOA members' attention.
 - 5. Respond to technical inquiries and requests of financial information from standards or rulemaking agencies.
 - 6. Provide technical articles on governmental financial matters to the members.
 - 7. Partner with other professional organizations to ensure that information regarding legislative proposals that have financial implications to Florida governments is effectively and timely communicated.
- D. Action Plan:

1. Prepare draft responses to discussion memoranda, preliminary views and/or exposure drafts issued by the Government Accounting Standards Board (GASB) and other standard or rulemaking bodies concerning governmental finance, accounting, and reporting.
2. Submit Technical and Legislative articles for the FGFOA newsletter.
3. Provide technical assistance to the membership on new and/or changing State or federal laws and regulations, or governmental accounting standards.
4. Maintain and update the Basic Government Resource Manual.
5. As State and federal legislative proposals are identified for analysis, the Co-Chairpersons may appoint subcommittee members, including a Vice- Chairperson, as appropriate for the legislative issue and subject area to be reviewed.
6. Develop and provide Legislative Impact Papers to the FGFOA Board of Directors and provide additional analysis/support should the Board wish to take a position on any issue.

III. Member Responsibilities

A. Chairperson or Co-Chairpersons:

1. Coordinating all major aspects of the Committee including establishing meeting times, chairing Committee meetings, assisting Vice-Chairpersons with coordination of duties and assignments, reporting activities and results to Committee members and providing quarterly reports to the FGFOA President and Board of Directors.
2. Reviewing and recommending changes to the Committee's purpose, goals, and plan of action as listed in the Committee Manual.
3. Attending FGFOA Board meetings and is responsible for preparing and presenting a report of Committee activities at all Board meetings. If the Chairperson or Co-Chairpersons are unable to attend, the Committee's Board liaison should be notified and arrangements made for the report to be presented at the Board's meeting.
4. For the Board's meeting following the first Committee meeting at the annual conference submitting, a timeline of activities for the year that includes deadline dates.
5. Maintaining continuous communication with the Board's liaison on all committee activities, conference calls, and meetings.
6. Coordinating the preparation of quarterly committee update articles for the FGFOA newsletter.

7. Coordinating Committee's annual review and updating of the Committee's Policies and Procedures Manual.
8. Meeting with the incoming Chairperson, or Co-chairpersons, Board liaison, and President to communicate any incomplete projects including upcoming pronouncements by GASB, Legislative Issues, and any other standard or rulemaking bodies or concerns to facilitate an orderly transition. This meeting should occur either before or during the Annual Conference. The new Chairperson or Co-Chairpersons should receive electronic versions of prior year GASB responses and Legislative Impact Papers.
9. Inform Committee members of key dates/deadlines
10. Coordinate with FLC administrative staff to secure Board approval and publishing memos and papers, and other administrative assistance as needed.
11. Coordinating all major aspects of the Committee meetings
 - a. Establishing times and places:
 - b. Meetings can be in person or by conference call, Teams, Zoom, Go-To-Meeting, or any other agreed upon method.
 - i. In person meetings can be coordinated by The Florida League of Cities (FLC) staff in Orlando
 - ii. The FLC staff arranges conference calls and Go-To-Meeting and sends the invites to the Committee's members, if requested.
 - c. Preparing meeting agenda.
 - d. Ensuring meeting minutes are taken.

B. Member Responsibilities:

1. Vice-Chairperson Responsibilities: Each Subcommittee Chairperson is responsible for preparing and presenting reports to the Chairperson on the progress of the respective subcommittee. Any meetings or conference calls necessary to accomplish the duties of the subcommittee are the responsibility of the respective Subcommittee Chairperson.
2. Members Responsibilities:
 - a. Assist the Chairperson, or Co-Chairpersons and/or Subcommittee Chairperson in determining relevant topics and authors for newsletter articles.
 - b. Develop responses to various GASB exposure drafts, preliminary views, and discussion memoranda (or other standards setting or rulemaking bodies, as appropriate).
 - c. Develop responses to various Legislative Bills, State agency implementing rules and other guidance that impacts FGFOA members.
 - d. Monitor and respond to questions and inquiries posted to the List Serve. List Serve topics shall be monitored to verify they are posted to the proper category.

1.

IV. Budget:

- A. The annual budget provides for expenses associated with committee meetings, such as meals during in person meeting at the annual conference, virtual meetings and conference calls.
- B. Presenters are volunteers and do not receive compensation or expenses for their services, with the possible exception of national speakers from GASB and GFOA. Any presenter that requests compensation must be approved by the Board prior to selection.

V. Timeline:

- A. Hold organizational meeting at the Annual Conference.
- B. Timely respond to requests for comment on GASB projects and other governmental accounting requests for response.
- C. Draft responses to legislative bills as requested by Legislative Administration or FGFOA affiliated lobbyist requests

VI. Transition Plan:

- A. Outgoing chair(s) and board liaison will meet with the new chair(s) and board liaison in order to provide a smooth transition from one year to the next.
- B. The Committee will collectively update the Committee manual prior to conference in order to provide members with an updated manual.

VII. Meetings and Attendance:

The Committee holds an organizational meeting at the Annual Conference to discuss goals and objectives for the year. Additional meetings are scheduled, if necessary, to develop a list of activities for the year and to discuss the progress on the tasks assigned to each subcommittee and member. The use of conference calls and e-mail to conduct the business of the Committee is strongly encouraged. A note taker should take minutes of each meeting. Minutes should be kept by the Chairperson or Co-Chairperson and distributed to the committee members after the meeting to reinforce decisions made. Notes should be reviewed, corrected if needed, and filed for future reference and use by the next Chairperson and Committee.

[illegible]

NEXT MEETING:

2023-2024 Board and Committee Chairs will meet for Strategic Planning on Thursday, May 11 and Friday, May 12 at the Marriott Fort Lauderdale Airport, 166 N Compass Way, Dania Beach, FL 33004

2022-2023 Board and Committee Chairs will meet for the Cirque du Soleil event on Friday, June 23, 2023 in Orlando

2023-2024 Board and Committee Chairs will meet on Friday, June 29, 2023, Rosen Shingle Creek, Orlando in conjunction with the Annual Conference