



GMA 2024 Annual Convention

June 21-25

Savannah, Georgia

Registration Planning Form

This form will not be accepted as registration. Registration must be made online.



GMA 2024 ANNUAL CONVENTION REGISTRATION (JUNE 21-25)

Planning Form

Name of Attendee:	
City/Company:	
Email:	Registration ID #:
Spouse/Chaperone name required, if registering:	
Child #1:	Age:
Child #2:	Age:
Child #3:	Age:

Convention Registration Types

	Registration Fee
<input type="checkbox"/> City Official	\$485
<input type="checkbox"/> Business Alliance Program Members	\$500
<input type="checkbox"/> Non-Business Alliance Program Registrant	\$1,085
<input type="checkbox"/> Municipal Contract Lobbyist	\$600
<input type="checkbox"/> State, County, Government Agency	\$485
<input type="checkbox"/> Spouse/Guest (List name above)	\$190
<input type="checkbox"/> Children ___ x	\$85

Special Event Registration Items (not included in Full Registration)

<input type="checkbox"/> GMA Awards Luncheon	\$70
<input type="checkbox"/> City Attorneys' Session/Brunch	\$200
<input type="checkbox"/> City Managers' Session/Lunch	\$85

Municipal Training Institute Registration

This fee covers training sessions only. Courses are 3 and 6 hrs. each. Please mark 3 choices in case your first choice is full (1, 2, 3). Courses marked with * are on the required list.

Friday, June 21

8:15 AM – 3:15 PM

<input type="checkbox"/> Building Community Capacity Through Tourism	\$305
<input type="checkbox"/> Conflict Resolution*	\$305
<input type="checkbox"/> Current Issues Class: Health In All Policies: Impactful Local Decision-Making to Ensure Healthier Communities	\$305
<input type="checkbox"/> Data Literacy and Storytelling for Cities	\$305
<input type="checkbox"/> Downtown Development Authority Basic Training (ends at 4:15 pm)	\$305
<input type="checkbox"/> Environmental Sustainability	\$305
<input type="checkbox"/> Making Cultural Diversity Work*	\$305
<input type="checkbox"/> Planning and Zoning*	\$305
<input type="checkbox"/> Public Problems, Democratic Solutions - The Governing Role of Mayors and Councilmembers*+	\$305
<input type="checkbox"/> Regional Approaches to Cooperation	\$305
<input type="checkbox"/> Service Delivery Strategy - Efficiency & Tax Equity for Local Government	\$305
<input type="checkbox"/> Revitalizing Neighborhoods – Tools for Local Officials	\$305
<input type="checkbox"/> Water Management—An Introduction for Local Governments	\$305

Friday, June 21

12:30 PM – 3:30 PM

<input type="checkbox"/> Mobile Workshop: Port of Savannah	\$190
<input type="checkbox"/> Public Works Services*	\$190
<input type="checkbox"/> How to Attract Young Professionals to Your Town	\$190
<input type="checkbox"/> Information Privacy and Security Breaches: Prevention and Response*	\$190

Saturday, June 22

8:15 AM – 11:15 AM

<input type="checkbox"/> Beyond the Beltway: Influencing Federal Policy Through Grassroots Engagement	\$190
<input type="checkbox"/> Building Bridges Between Cities and Colleges	\$190
<input type="checkbox"/> Changing Demographics and Best Practices	\$190
<input type="checkbox"/> Current Issues Class: Understanding, Funding and Fighting the New Face of Homelessness in Georgia	\$190
<input type="checkbox"/> Economics of Education	\$190
<input type="checkbox"/> Effective Practices for Municipal Operations	\$190
<input type="checkbox"/> Employee Benefits 101 (Retirement)	\$190
<input type="checkbox"/> Entrepreneur-Friendly Cities	\$190
<input type="checkbox"/> Excellence in Customer Service	\$190
<input type="checkbox"/> Funding and Programming Transportation Projects in Your Community	\$190
<input type="checkbox"/> Human Trafficking: Georgia's Role and Response	\$190
<input type="checkbox"/> Local Government Debt Methods 101	\$190
<input type="checkbox"/> Municipal Annexation: Growing Pains and Growth Spurts	\$190
<input type="checkbox"/> Municipal Courts Post Ferguson I: Promoting Justice, Protecting City Assets*	\$190
<input type="checkbox"/> Municipal Taxation 101*	\$190
<input type="checkbox"/> Municipal Water and Wastewater Systems*	\$190
<input type="checkbox"/> Open Records*	\$190
<input type="checkbox"/> Practices for Successful Meetings*	\$190
<input type="checkbox"/> Public Policy Development and Implementation*	\$190
<input type="checkbox"/> Recreation and Parks – Building Communities	\$190
<input type="checkbox"/> Risk and Insurance 101	\$190
<input type="checkbox"/> Strengthening the Well-being of Children and Youth	\$190
<input type="checkbox"/> Trends in Urban Design For Local Leaders	\$190

Tuesday, June 25

8:15 AM – 11:15 AM

<input type="checkbox"/> Capital Improvement Program	\$190
<input type="checkbox"/> Current Issues Class: Municipal Law Update 2024	\$190
<input type="checkbox"/> Let's Get Social	\$190
<input type="checkbox"/> Living Beyond Expectations: The Opportunities and Challenges of the Growing Senior Population	\$190
<input type="checkbox"/> Municipal Taxation 102 –The Basics Continued	\$190
<input type="checkbox"/> Open Meetings*	\$190
<input type="checkbox"/> Public Works Services*	\$190
<input type="checkbox"/> Roles and Responsibilities of Council and Staff*	\$190
<input type="checkbox"/> Strengthening the Well-being of Children and Youth	\$190
<input type="checkbox"/> Succession Planning: Planning for Tomorrow's Workforce Today	\$190

**This course is on the "required" list for the Municipal Training Institute certificate program. +This course is in the Training Institute's Advanced Leadership Track and is required to earn the Certificate of Dedication.*

HOTEL INFORMATION AND PRICING

You MUST register for the Convention before making a hotel reservation.

Name of Attendee: _____

- I do not require a hotel reservation.
- Special needs rooming requested.

Arrival Date: _____ Departure Date: _____

My room preference is:

- Two double beds
- One King Bed

Please note: GMA cannot guarantee bed type or special requests. Please confirm your request with the hotel.

Hotel	Address	Rate	Parking
		<i>(Exclusive of applicable taxes and other hotel fees)</i>	
<input type="checkbox"/> DoubleTree by Hilton	411 W. Bay Street	\$204/294*	\$42
<input type="checkbox"/> Embassy Suites	605 W. Oglethorpe Ave	\$229	\$25
<input type="checkbox"/> Hampton Inn (Bay Street.)	210 E. Bay Street	\$235	\$39
<input type="checkbox"/> Hampton Inn & Suites	603 West Oglethorpe Ave	\$229	\$25
<input type="checkbox"/> Hilton Garden Inn	321 W. Bay Street	\$204/304*	\$42
<input type="checkbox"/> Holiday Inn Historic District	520 West Bryan Street	\$184/219*	\$42
<input type="checkbox"/> Holiday Inn Express (Bay St.)	199 E. Bay Street	\$235	\$49
<input type="checkbox"/> Homewood Suites by Hilton	611 E. River Street	\$204/324*	\$42
<input type="checkbox"/> Hyatt Regency	2 W. Bay Street	\$248	\$36
<input type="checkbox"/> JW Marriott	400 W. River Street	\$345	\$51+\$36 resort fee
<input type="checkbox"/> Marriott Riverfront	100 General McIntosh Blvd	\$230	\$25
<input type="checkbox"/> Staybridge	301 E. Bay Street	\$204	\$25
<input type="checkbox"/> The Brice (Kimpton)	601 E. Bay Street	\$242	\$29
<input type="checkbox"/> The Thompson	201 Port Street	\$249	\$20
<input type="checkbox"/> Westin Savannah Harbor	One Resort Drive	\$270	\$25 (resort fee)

* the second rate listed is for Friday and Saturday nights

IMPORTANT INFORMATION ABOUT HOTEL RESERVATIONS

All hotel reservations being made using the GMA block rate must be made online. Since housing is done on a first come, first serve basis and hotel assignment is made immediately online, you will receive a passkey confirmation once your conference registration is complete to book your hotel room.

It is your responsibility to verify that all information on the acknowledgement letter sent in the hotel confirmation is accurate. **Most hotels will charge a fee for early departure!** If you need to change, add or cancel a reservation, please submit the change via the Passkey portal through May 21, 2024. All GMA hotel blocks with discounted rates drop on May 21st. After May 25th, please contact the hotel directly for all changes or cancellations.

If you must cancel your hotel reservation, please do so as early as possible so that the room may be reserved by another attendee. In some cases, rooms that are blocked for the GMA Annual Convention and not used are charged to GMA after the event.

*The JW Marriott requires a minimum 3-night stay. If you reserve a room at the JW Marriott for less than three nights, the hotel will charge for the 3rd night.



TENTATIVE SCHEDULE

Friday, June 21

8:15 am – 3:15 pm

Municipal Training Institute Classes
(6-hour courses)

12:30 pm – 3:30 pm

Municipal Training Institute Classes
(3-hour courses)

1:30 pm – 3:30 pm

RMEBS Board Meeting

3:45 pm – 5:00 pm

Mentor/Mentee Meet and Greet
and Orientation

3:45 pm – 5:15 pm

Board of Directors Meeting

Saturday, June 22

8:15 am – 11:15 am

Municipal Training Institute Classes
(3-hour courses)

11:45 am – 1:00 pm

Policy Committee Meetings
(with lunch)

1:15 pm – 2:30 pm

Policy Committee Meetings

2:45 pm – 4:00 pm

Policy Committee Meetings

4:00 pm – 6:00 pm

Municipal Marketplace Opening
Reception

Sunday, June 23

7:30 am – 8:00 am

Worship Service

8:00 am – 8:45 am

RMEBS Membership Meeting

9:00 am – 10:30 am

Opening General Session

9:00 am – 1:00 pm

City Attorneys' Session and Brunch

10:30 am – 2:00 pm

Municipal Marketplace Open
(lunch included)

11:00 am – 12:00 pm

Legislative Policy Council Meeting

12:00 pm – 2:00 pm

City Managers' Session and Lunch

1:00 pm – 2:00 pm

Federal Policy Council Meeting

1:00 pm – 2:00 pm

Municipal Training Board Meeting

2:15 pm – 3:15 pm

Rapid Fire Sessions

3:15 pm – 3:30 pm

Voting Credential Pickup

3:30 pm – 5:00 pm

Business Meeting and Installation
of Officers and Board of Directors

Monday, June 24

8:30 am – 9:45 am

General Session

10:00 am – 11:00 pm

Concurrent Sessions

11:15 am – 12:15 pm

Concurrent Sessions

12:30 pm – 2:15 pm

Awards Luncheon Ceremony
(ticket purchase required)

2:45 pm – 3:45 pm

District Meetings

6:00 pm – 9:00 pm

Closing Event

Tuesday, June 25

8:15 am – 11:15 am

Municipal Training Institute Classes
(3-hour courses)

OTHER INFORMATION

CONVENTION HIGHLIGHTS

The Awards Ceremony: The ceremony will be held on Monday as a luncheon. This is not included in full registration and a separate ticket must be purchased to attend. Training certificates will be presented during this program.

Municipal Marketplace: The Municipal Marketplace will be open with a “Welcome Reception” on Saturday from 4:00 pm to 6:00 pm. Attendees may also visit the Municipal Marketplace on Sunday from 10:30 am to 2:00 pm and enjoy lunch from 11:00 am to 1:00 pm. Please visit the exhibitors and tell them how much you appreciate their attendance. A badge must be worn to enter the Municipal Marketplace.

Annual Business Meeting and Installation of Officers and Board of Directors: The Business Meeting and Installation of Officers and Board of Directors will take place on Sunday afternoon. During the Business Meeting, GMA’s 2025 Legislative Policies will be voted on and the Board of Directors and Officers will be elected and installed. Voting delegate forms will be emailed in May.

Shuttle Transportation: Shuttle service will begin each morning at 7:00 am and run continuously throughout the day from GMA hotels to the Savannah Convention Center. The Water Taxi will run continuously between the Riverfront Marriott and the Hyatt and the Convention Center. Service will only be provided on Tuesday morning to accommodate those taking training.

The Convention Center has some parking spaces but is still under construction. Please do not park in Bryan Square.

TRAINING COURSE DESCRIPTIONS

See all Municipal Training Institute course descriptions on the training program page on GMA’s website: www.gacities.com

IMPORTANT INFORMATION ABOUT REGISTRATION

Registrations must be made online and payment must be made to complete registration.

All cancellations or changes must be made online. No TELEPHONE registrations, changes, or cancellations will be accepted. Full refunds will be given for cancellations made by May 1st. Cancellations after May 1st and before June 1st will be subject to a 20% cancellation fee. Cancellations made after June 1st will not be eligible for a refund.

Please check the email confirmation carefully to make certain all information is listed correctly, including the classes you registered for and any special functions. Using your email confirmation, you should be able to go back online to make corrections. If you select a class that is sold out and are put on a waitlist, you must take action if you receive an email stating you have gotten into the class to complete the registration of that class and remove any conflicting classes.



The Georgia Municipal Clerks Association Registration Information

Schedule of Events

Friday, June 21

- 8:15 am – 3:30 pm Training Courses
- 3:45 pm – 5:00 pm Mentor/Mentee Meet and Greet

Saturday, June 22

- 8:15 am – 3:30 pm Training Courses
- 11:45 am – 4:00 pm GMA Policy Committee Meetings
- 4:00 pm – 6:00 pm Exhibit Hall and Reception

Sunday, June 23

- 7:30 am – 8:15 am Worship Service
- 9:00 am – 10:30 am GMA Opening General Session (with light breakfast)
- 10:30 am – 2:00 pm GMA Municipal Marketplace Open (lunch included)
- 2:15 pm – 3:15 pm Rapid Fire Sessions
- 3:30 pm – 5:00 pm GMCA Business Meeting
- 3:30 pm – 5:00 pm GMA Business Meeting and Installation of Officers and Board of Directors

Monday, June 24

- 8:30 am – 9:45 am General Session
- 10:00 am – 11:00 am Concurrent Sessions
- 11:15 am – 12:15 pm Concurrent Sessions
- 12:30 pm – 2:15 pm GMA and GMCA Awards Ceremony (*Separate Ticket Required*)
- 2:45 pm – 3:45 pm District Meetings
- 6:00 pm – 9:00 pm GMA Closing Event (ticket included in full registration)

In the past, the clerks conference offered both inclusive and à la carte registration options. However, this year, clerks will first register for the GMA conference or training only registration and then choose which classes they want to attend as add-ons. Training courses are an additional fee and follow the same registration structure as the GMA conference. While clerks can also sign up for Holtz training courses, they won't earn clerk's certification credits for these classes.

2024 GMCA CONFERENCE (June 21-24)

PLANNING FORM

Registrations for the conference and hotel reservations must be made online. Registration will not be complete without payment.

Name of Attendee:	
City/Company:	
Email:	Registration ID #:
Spouse/Chaperone name required, if registering:	
Child #1:	Age:
Child #2:	Age:
Child #3:	Age:

Full Conference Registration - A La Carte Pricing

- | | |
|---|-------|
| <input type="checkbox"/> GMCA Members | \$485 |
| <input type="checkbox"/> Spouse (List name above) | \$190 |
| <input type="checkbox"/> Children ____ x | \$85 |

Individual Course Registration (You may also select GMA training courses, but will not receive Clerks training hours for those courses)

Friday, June 21 (choose one 6-hour course OR one or two 3-hour courses)

- | | |
|--|-------|
| 6 Hour Training 8:15 am – 3:15 pm | |
| <input type="checkbox"/> Professional Skills Development 102 – Ethics (required) | \$225 |
| 3 Hour Training 8:15 am – 11:15 am | |
| <input type="checkbox"/> Intergovernmental Agreements (elective) | \$125 |
| 3 Hour Training 12:30 pm – 3:30 pm | |
| <input type="checkbox"/> Legislative Update (CE Credit) | \$125 |

Saturday, June 22 (choose one 6-hour course OR one or two 3-hour courses)

- | | |
|---|-------|
| 6 Hour Training 8:15 am – 3:15 pm | |
| <input type="checkbox"/> Conflict Management (Masters Class) | \$225 |
| 3 Hour Training 8:30 am -11:30 am | |
| <input type="checkbox"/> First Amendment Auditor Training (CE Credit) | \$125 |
| 3 Hour Training 12:30 pm – 3:30 pm | |
| <input type="checkbox"/> Rules and Decorum/Council Meeting Procedures (CE Credit) | \$125 |

Sunday, June 23

3:30 pm – 5:00 pm

- Clerks' Business Meeting and Luncheon

Monday, June 24

12:30 pm – 2:15 pm

- GMA and GMCA Awards Luncheon (A separate ticket is required) \$70

6:00 pm – 9:00 pm

- Closing Event Tickets (included in full conference registration) \$85

Hotel Information and Pricing

Please note: GMA cannot guarantee bed type or special requests. Please confirm your request with the hotel upon check-in.

Hotels	Rate	Parking
<input type="checkbox"/> DoubleTree by Hilton	\$204/294*	\$42
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