



**CONSTRUCTION LICENSING OFFICIAL'S ASSOCIATION OF FLORIDA, INC.
MAY 29-30, 2025, CLOAF CONFERENCE REGISTRATION FORM**

*Return Attn: E.J. HOBBS / CLOAF
CLOAFPRESIDENT@OUTLOOK.COM*

Phone 904-827-6811 Work email ejhobbs@sjcfl.us

The **MAY Membership Conference** of the **Construction Licensing Officials Association of Florida, Inc. (CLOAF)** will be held at the City of **Palm Coast Town Hall**, Community Wing, 160 Lake Avenue, Palm Coast, Florida 32164.

Hotel Info: Hilton Garden Inn Palm Coast Town Center, 55 Town Center Blvd., Palm Coast, FL 32164 (386) 586-2463.

Hotel reservation information: The room rate is \$145.00 + tax, per night **Room Reservation & Booking Link:**

[https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=DABTCGI&groupCode=CLOAF&arrivaldate=2025-05-28&departuredate=2025-05-](https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=DABTCGI&groupCode=CLOAF&arrivaldate=2025-05-28&departuredate=2025-05-30&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT)

[30&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT](https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=DABTCGI&groupCode=CLOAF&arrivaldate=2025-05-28&departuredate=2025-05-30&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT)

WIFI INCLUDED/BREAKFAST NOT INCLUDED

The cut-off date established by the hotel to reserve your room is **May 5, 2025** **OR** before if the room block is sold out. If you will be using a tax exemption number, please make the necessary arrangements with the hotel.

Conference Registration Fee is \$200.00 per person: Complete and email this registration form to E.J. Hobbs cloafpresident@outlook.com for processing no later than Monday, May 12, 2025. Payment can be made by MasterCard, Visa or American Express by completing the card information on this form or **(2)** by mailing the registration form and check made payable to the Construction Licensing Officials Association of Florida, Inc., 421 Jasmine Rd, St. Augustine, FL 32086.

***Conference Registration Fee Cancellation Policy: A WRITTEN REQUEST FOR A REFUND "MUST" BE RECEIVED BY Monday, May 19th, 2025.** Email to: cloafpresident@outlook.com NOTE ON THE SUBJECT LINE "REFUND REQUEST".

Wednesday: May 28th, 2025, Board of Directors and Committee Member meeting.

Thursday: May 29th CLOAF Certification and CEU Classes (see Agenda for more information).

Friday: May 30th the Conference will continue with CEU Training classes and Certification presentation.

(Committee Member/Board Meeting: Upon the adjournment of Friday's General Membership Conference)

NAME: _____ TITLE: _____

D.O.B. (For internal use only example (Feb 2) (Month) () (Day) ()

MUNICIPALITY/ASSOCIATION: _____

ADDRESS: _____

PHONE NUMBER: _____ E-MAIL ADDRESS: _____

CELL PHONE _____

F.A.C.E. MEMBER NUMBER (If applicable): _____ You will receive FACE credits for attending the entire Conference.

CARD TYPE: _____ NUMBER: _____ EXPIRATION DATE: ____/____/____

NAME: EXACTLY AS IT APPEARS ON THE CARD _____ AVS CODE _____

IMPORTANT*:** Please complete and forward this conference registration form ASAP so that we can finalize arrangements.

**CLOAF's GOAL IS TO INCREASE YOUR KNOWLEDGE, JOB SKILLS and DUTIES AS A PROFESSIONAL,
THROUGH EDUCATION, TRAINING and CERTIFICATION.**



CONSTRUCTION LICENSING OFFICIALS ASSOCIATION OF FLORIDA, INC.

**May 28, 2025 Board and Committee Members Meeting
May 29th & May 30th, 2025 General Membership Meeting**

**CONFERENCE LOCATION:
CITY OF PALM COAST
TOWN HALL, COMMUNITY WING
160 LAKE AVENUE
PALM COAST, FLORIDA 32164**

**HOTEL LOCATION:
HILTON GARDEN INN PALM COAST TOWN CENTER
55 TOWN CENTER BLVD.
PALM COAST, FL 32164
386-586-2463**

Room Reservation & Booking Link:

<https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=DABTCGI&groupCode=CLOAF&arrivaldate=2025-05-28&departure=2025-05-30&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT>

WIFI INCLUDED/BREAKFAST NOT INCLUDED

**HOTEL ROOM RATE IS \$145.00 + TAX PER NIGHT. THE CUTOFF DATE
TO RESERVE YOUR HOTEL ROOM IS MAY 5TH.**

**NOTE: GOVERNMENT CREDIT CARD NEEDED IF USING A TAX EXEMPTION
NUMBER ALONG WITH TAX EXEMPT FORMS**

BOARD/COMMITTEE MEMBER'S AGENDA WEDNESDAY, May 28th

- I. 8:30 Sign-In/Call to Order-EJ Hobbs, President**
- II. 8:45 Board/Committee Members**

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CONSTRUCTION LICENSING OFFICIALS ASSOCIATION OF FLORIDA, INC.

BOARD/COMMITTEE MEMBER'S AGENDA

WEDNESDAY, MAY 28, 2025

**CITY OF PALM COAST
TOWN HALL, COMMUNITY WING
160 LAKE AVENUE
PALM COAST, FLORIDA 32164**

- a. **Financial Report/2024 Budget/Equipment**
- b. **By Laws/Membership Report**
- c. **Governmental Affairs**

12:00 Lunch break

III 1:15 Board and Committee Members:

- a. **Speaker Review/Conference Accommodations**
- b. **Certification/Face Classes-CEU'S/Training**

IV. 3:00 Mid-Afternoon Break

V. 3:30 Board and Committee Members:

- a. **Web Site Review/Changes & Updates**
- b. **Promotional Items**

5:00 Adjourn- Board/Committee Members Set up

(CONTINUED)



**CONSTRUCTION LICENSING OFFICIALS ASSOCIATION
OF FLORIDA, INC.
GENERAL MEMBERSHIP CONFERENCE
THURSDAY, MAY 29, 2025**

**CITY OF PALM COAST
CITY HALL, COMMUNITY WING
160 LAKE AVENUE
PALM COAST, FLORIDA 32164**

AGENDA

- 8:00 Board and Committee Members Set up Conference Meeting Room**
- 8:30 Meeting room opens for Members Daily Sign-in**
- 9:00 EJ Hobbs, President – Opening Ceremony**
- a. Membership Self-Introduction**
b. Open Forum Members Concerns/Suggestions
- 9:45 Break-Sponsored by Jerry Daniels & Senior Living At The Greens**
- 10:00 Jonathan Lord, FPEM, Flagler County, Emergency Management**
- 11:00 Mike Hartsell, St. Johns County Code Enforcement, Hazardous Materials/Situations & Incidents-Methamphetamine Labs**
- 12:00 Lunch Break**

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CONSTRUCTION LICENSING OFFICIALS ASSOCIATION OF FLORIDA, INC.

GENERAL MEMBERSHIP CONFERENCE THURSDAY, MAY 29, 2025

**CITY OF PALM COAST
CITY HALL, COMMUNITY WING
160 LAKE AVENUE
PALM COAST, FLORIDA 32164**

AGENDA

Continued

- 1:30 Lori Troxel, St. Johns County Code Enforcement, Guide to
Code Compliance for Citation Officers**
- 2:30 Membership discussion- November meeting ideas**
- 3:00 Mid Afternoon Break – Sponsored by Jerry Daniels & Senior
Living at the Greens**
- 3:30 Sandra Caslow, DBPR Jacksonville Office, Investigator
Supervisor**
- 5:00 Adjourn**

****BOARD / COMMITTEE MEMBER WRAP UP****

(Continued Friday May 30, 2025)



**CONSTRUCTION LICENSING OFFICIALS ASSOCIATION
OF FLORIDA, INC.
GENERAL MEMBERSHIP CONFERENCE
FRIDAY, MAY 30, 2025**

AGENDA

- 8:15 **BOARD / COMMITTEE MEMBERS ASSEMBLE EQUIPMENT AND SET UP MEETING ROOM / PREPARE FOR SIGN IN****
- 8:30 Meeting Room Opens for Daily Sign-In**
- 8:45 EJ Hobbs, President - Call To Order**
- 9:00 Elizabeth Ferguson, Esq., (Subject Tentative)**
- 9:45 Mid-Morning Break-Sponsored by Jerry Daniels, Senior Living at the Greens**
- 10:15 Jerry Daniels, Senior Living at the Greens, Dealing with persons w/Special Concerns**
- 11:00 Certificate Distribution/name tags returned & FACE member forms signed and returned to the registration table.**
- 12:00 Adjourn CLOAF Conference**

**HAVE A SAFE TRIP HOME AND A
SAFE, HAPPY AND HEALTHY SUMMER!**

**WE LOOK FORWARD TO SEEING YOU AT THE NOVEMBER 2025 CONFERENCE
(LOCATION & DATE TBA)**

- 1:30 Board/Committee Members-Disassemble Equipment and move meeting materials to vehicles-Resume Board Meeting-Interim Projects & Potential upcoming legislation**
- 3:30 Adjourn Board/Committee Meeting**