



The MANAGER

FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION
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Home Page: <http://www.fcma.org>

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President's Letter

Dear Colleagues:

At this writing I am in Atlanta, Georgia, representing the City and County Management profession in a meeting of states to do an after-action review of Hurricanes Katrina and Rita. Specifically, we are evaluating the Emergency Management Assistance Compact (EMAC) agreement. EMAC is the inter-state compact that allows assistance to flow across state lines. It is one of the only legal mechanisms that provides for local government services to be deployed (as state assets) across state lines. This is what happened in Katrina as we put together a very effective coalition of Florida local governments and deployed to Mississippi. We are working with EMAC to improve the process for the upcoming Hurricane season. As we learn more, that information will be shared with you. This is also a good reminder for you all to sign up for our FCCMA Hurricane Partners Program. Please contact me or our staff if you have any questions on this program.

I would also like to request that FCCMA members e-mail Lynn Lovallo (llovallo@flicities.com) the number of student contacts you have made regarding our profession. Our goal is to reach over 1000 students about what we do. Thus far we are at 750 students and climbing. Let's push ahead and meet this important goal for our Association!

I would like to encourage you all to sign up for the Annual Conference in Panama City Beach May 24-27. This year we will be celebrating our 60th Anniversary and want to have a good showing for the important speakers and discussions we have planned.

In closing, I would like to say that we will be initiating a State-wide editorial campaign in April to bring about greater awareness of our profession and the value of professionalism in local government. I would ask that you join in supporting me and all our Past Presidents in this important campaign. Again, for further details please feel free to contact me or our staff.

As always, it is an honor to represent and serve you.

Sincerely,

William R. Whitson
President
Assistant City Manager, Port Orange

Conference News

If you have not yet registered, please be sure to do so for this 60th anniversary celebration. In honor of the anniversary, the Board voted to reduce conference registration rates and provide complimentary registrations for guests. The conference agenda includes outstanding speakers such as former Senator Bill Bradley, former Governor Reubin Askew, Interim FEMA Director Paulison, former Florida Commissioner of Education and Past President of the University of South Florida Betty Castor, and author and City Manager Scott Lazenby. In addition to speakers, we have panel discussions and interactive workshops. Check the website for more detailed information.

Some other conference highlights:

- **So You Want To Be a City/County Manager** – pre-conference session. A free, one-day session for anyone interested in the profession. Designed for students and people working their way up the professional ladder, this session addresses many areas of the profession.
- The **Wednesday evening dinner** discussion will feature Steve McVey, Founder and President of Faith Walk Ministries. This is an optional event with a separate charge of \$35 open to anyone who has an interest. For more information, contact staff at llovallo@flcities.com.
- **One-day registrations** are available for Thursday, May 25 at a cost of \$125. Please register ahead, if possible. Come here the opening keynote speaker other sessions of interest. The majority of the sessions are on Thursday. Use the regular registration form available at the website. Just check off the one-day registration.
- We have sold out the one-bedroom rooms at the Edgewater Beach Resort. There are still some two-bedroom suites available, if you want to share and save some money. The **overflow hotel** is The Edgewater's sister property, the Majestic Beach Towers. It is located about 1/3 mile from the Edgewater where 98 deadends into Front Beach Road. The phone number is 866.494.3364. Reference Book No. 89. They are honoring the same rate for one bedroom at \$139 and two bedroom \$159.
- **Friday night's beach-front party** will be a buffet dinner and entertainment. The event is included in the registration for registrants and guests.
- **Saturday's speaker** is Scott Lazenby, City Manager of Sandy, Oregon, and author of "Playing With Fire." His book will be available at the session.

- **A photographer** will be available to take pictures for the Membership Directory. If you are a new member or want to update your picture, stop by the photo booth Wednesday evening or Thursday until 4:00. There is no charge for this.
- ICMA-RC will be scheduling one-on-one appointments with members who are interested in some **financial planning information**. You will be contacted to set an appointment.

2006 Annual Business Meeting

At the Annual Business Meeting on May 26, 2006, the following slate of officers will be voted into office or confirmed.

Program Year 2006/2007 Proposed Board of Directors

President: Lee Feldman, City Manager, Palm Bay (III)

President-Elect: Barbara Lipscomb, Assistant City Manager, Gainesville (II)

Secretary Treasurer: Edward Mitchell, City Administrator, West Palm Beach (IV)

Past President: William Whitson, Assistant City Manager, Port Orange (III)

District I: Lee Feldman, City Manager, Chattahoochee

District II: Jim Drumm, City Manager, High Springs

District III: Jack Schluckebier, City Manager, Melbourne

District IV: George Brown, Deputy City Manager, Boca Raton

District V: Peter Lombardi, City Manager, Pinecrest

District VI: William A. Moss, City Manager, Marco Island

District VII: Michael Bonfield, City Manager, St. Pete Beach

At-large: Earl Banks, City Manager, Quincy (I)

At-large: Carl Harness, Assistant County Administrator, Hillsborough County (VII)

At-large: Shannon Lewis, Business Development/Gov't. Affairs Dir., New Smyrna Beach (III)

At-large: Oel Wingo, Assistant City Manager, Palm Coast

Districts are noticed in parentheses.

The following By-Laws changes are proposed and will be voted on at the May meeting. They are being mailed to each member also. Changes are marked by strikethrough and underscore.

FCCMA BY-LAWS

Proposed Changes to Be Ratified by the Membership in May ~~2005~~2006

ARTICLE I

The Board of Directors shall supervise and control the affairs of the Association, when the association is not in regular or special session. The Board of Directors shall have the power and authority to enter into contractual agreements for association/secretariat services. The duties of the officers of this Association shall be such that, by general usage, are as the title indicates.

ARTICLE II

Section 1. "The Profession of City and County Management" shall be construed to mean the exercise of the chief administrative power of the municipality or county under the policy-forming direction of a legislative body by a person appointed for this purpose.

Section 2. Membership classifications shall be in accordance with requirements of the International City/County Management Association unless otherwise provided by the Board of Directors.

Section 3. The annual dues for membership shall be payable in advance in such amounts and according to such classifications as shall be fixed and determined by the Board of Directors. Dues shall be considered delinquent thirty (30) days after billing; however, members shall remain in good standing until dues are delinquent for a period of six (6) months from time of billing. Members delinquent for more than six (6) months will not be considered in good standing and shall not have voting privileges.

Section 4. The fiscal year for conduct of all business of the corporation shall be from October 1 to September 30 inclusive. The Program Year is defined as the period from the conclusion of the annual conference to the conclusion of the following annual conference. The Board of Directors shall designate a Certified Public Accountant to make an annual audit, with an opinion on the financial condition of the corporation. The Secretary-Treasurer shall oversee all the necessary financial business of the Association.

ARTICLE III

There shall be at least one Annual Meeting of the membership. The dates, program and registration fees shall be determined by the Board of Directors. At the annual meeting of the Association, the order of business shall be as follows, but may be suspended by a majority vote of the active Full or Associate members present:

1. Roll Call
2. Approval of the Minutes
3. Financial Report
4. Communications
5. Unfinished Business
6. Review of the *State of the Association*
7. Election of Officers and At-Large Directors
8. New Business
9. Request for Committee Volunteers
10. Adjournment

ARTICLE IV

Voting by proxy shall not be allowed by the Board of Directors, committees or membership.

ARTICLE V

Section 1. Elections: Honorary, ~~and Full, Associate and Range Rider,~~ and Retired members will have the right to vote on Association business.

Section 2. Officers: To be elected as an FCCMA Officer, the member must be a dues-paying, full member who: is serving in a municipal or county government recognized by ICMA; shall have served at least 24 months on the Board of Directors at the time he/she takes office; shall have at least three (3) years experience in Florida and shall be elected by a majority of those voting. Officers shall consist of:

President
President-Elect
Secretary-Treasurer

Section 3: Board of Directors: The Board of Directors shall consist of the three (3) officers, the past president, one (1) Director from each of the ~~seven (7)~~ eight (8) Districts and ~~four (4)~~ three (3) Directors-at-Large, totaling fifteen (15) members. The District Directors shall be elected on an even-odd stagger based on District numbers and the Directors-at-Large shall be elected on an even-odd stagger based on set numbers. Upon the absence, disability or resignation of the President, the President-Elect shall immediately become the President until his/her normal term commences as President. If both positions are vacant, the Board of Directors shall appoint persons to fill the vacancies. If the position of Secretary-Treasurer becomes vacant, the Board shall appoint a person to fill the vacancy to finish the term, and then the person may stand for a confirmation vote from the membership for the office of President-Elect. If the Secretary-Treasurer does not wish to move up to President-Elect, a self-nominated President-Elect would be recommended for election by the nominating committee. District Directors and Directors-at-Large shall serve one (1) full two-year (2) -year term except that an additional one (1) year shall be allowed to provide for the even-odd stagger as needed. Any vacancy for District Directors shall be filled by the Board of Directors to complete the program year. Any vacancy for a Director-at-Large shall be filled by the Board of Directors for the remainder of the term.

Section 4: Elections: (A) Officers of this corporation shall be elected for one (1) year or until their successors are duly elected and qualified. The President-Elect shall assume the office of President at the close of the Annual Meeting.

(B) Elections for Officers and At-Large Directors shall be held at the annual meeting, during the business session. The office of President-Elect shall be filled by the Secretary-Treasurer, with a confirming vote of those present. The elections shall be based upon a slate prepared by the Nominating Committee, which shall be circulated among the membership prior to the election.

(C) Nominating Committee: This committee shall consist of: the President, President-Elect, and ~~seven (7)~~ eight (8) members representing each of the Districts. Each District member shall be recommended by the appropriate District Director, and may not be a current Board of Directors' member or a candidate for any executive office or Director seat. The President will serve as chair of this Committee. In the event either the President or President-Elect cannot serve, the Secretary-Treasurer will serve. The Nominating Committee shall be confirmed by the Board of Directors no later than the second quarterly meeting of the program year. The Committee will canvass the membership no later than 120 days prior to the annual conference, to solicit candidates for the positions of Secretary-Treasurer and the open Director-at-Large seats

from the membership. Self-nomination is required. Once nominations are received, the Committee shall meet, no less than 45 days prior to the annual conference, to prepare a slate of candidates and a confirming vote of the President and President-Elect. The Committee shall consider all qualified persons. Nominations may be made from the floor during the election portion of the Business Meeting. A majority of the votes cast at the business meeting shall determine the winners.

Section 5: Qualifications for District Directors: To be elected as an FCCMA District Director, the member must be a dues-paying, full member with three years experience as a Florida manager and nominated by the Board of Directors' approved district election process. The nominee must be employed within the district's boundaries in a city or county government as a manager, an assistant/deputy manager, or assistant to the manager. District Directors shall serve a term of two (2) years or until ~~their~~ a successor is duly elected and qualified.

The state shall be divided into districts according to counties as follows:

District I: Bay, Calhoun, Escambia, Franklin, Gadsden, Gulf, Holmes, Jackson, Jefferson, Leon, Liberty, Okaloosa, Santa Rosa, Wakulla, Walton, Washington.

District II: ~~Alachua~~, Baker, Bradford, ~~Citrus~~, Clay, Columbia, Dixie, Duval, Flagler, Gilchrist, Hamilton, ~~Hernando~~, Lafayette, ~~Levy~~, Madison, ~~Marion~~, Nassau, Putnam, St. Johns, Sumter, Suwannee, Taylor, Union Volusia.

District III: Brevard, ~~Lake~~, Orange, Osceola, Seminole, ~~Volusia~~.

District IV: Indian River, Martin, ~~Okeechobee~~, Palm Beach, St. Lucie.

District V: Broward, Dade, ~~Monroe~~.

District VI: Charlotte, Collier, De Soto, Glades, Hardee, Hendry, Highlands, Lee, ~~Polk~~, Manatee, Monroe, Okeechobee, Sarasota.

District VII: Alachua, Citrus, Hernando, Hillsborough, Levy, Manatee, Marion, Pasco, Pinellas.

District VIII: Lake, Polk, Sumter (effective May 1, 2007 or at an earlier date at the Board's discretion.)

The Board of Directors will review the Districts as needed to achieve a balance among the number of members, community of interest, and geographical relationships. In any change of district, the Board of Directors shall determine the appropriate method of transition.

Section 6: To be elected as a Director-at-Large, the member must be a Full ~~or Associate~~ dues-paying member, ~~working in an ICMA recognized government~~ with a minimum of three (3) years' experience as a manager in Florida who is currently employed as a manager or an assistant/deputy manager. Directors-at-Large shall serve a two (2) year term or until ~~their~~

successors are duly elected and qualified. At least one of the Directors-at-Large shall be an assistant manager, who is a Full ~~or Associate~~ member of the Association, and shall be eligible to vote as a member of the Board of Directors.

Section 7: The Board of Directors shall meet at least quarterly during the program year. Special meetings may be called by the President or a minimum of eight (8) of the members of Board of Directors. A quorum shall be required for official Board action and shall consist of a majority of the members of the Board of Directors. Officers and Directors shall make every effort to attend all meetings. Any Officer or Board member missing three (3) meetings in a program year (from end of May conference to beginning of May conference) or any three (3) consecutive meetings shall automatically be removed from the Board and the vacancy filled consistent with the By-laws procedure in Article V.

Section 8: Conditions for In-Transition and Vacancies: Officers and Directors-at-Large who become a member-in-transition, and who continue to meet eligibility requirements, will not be removed from office, but shall continue to serve until the annual conference, which completes a program year. A District Director who becomes a member-in-transition but is reemployed in a municipality, county or council of government, and meets eligibility requirements, shall remain a District Director until the end of the term. If a District Director becomes a member-in-transition and does not meet eligibility requirements, he/she shall continue to serve the remainder of the program year.

ARTICLE VI

The President shall annually appoint such committees as may be deemed necessary for the proper conduct of the work of the corporation.

No committee or individual shall be vested with power to enter into any agreement or contract to obligate this corporation, or create any financial liabilities for the corporation except upon the authority of the Board of Directors.

The Ethics Committee, as created in the Charter, shall be comprised of the chairperson and six (6) other members who will serve a four (4) year term that is staggered. To implement these terms, the two (2) additional members appointed in 2002 shall serve a one-time, five (5) year term to create a staggered schedule. Members of the Committee must have a minimum of five (5) years in the Association. The members will select their own chair from among themselves, and the chairperson must have served as an executive officer and should be a past president of the Association. Vacancies on the committee shall be filled by the current President. An appointment to fill an unexpired term will not count against a member serving a full term. Members may serve multiple terms; however, not consecutively. Any member of the committee may be removed from the committee by the President with the concurrence of the majority of the Board of Directors.

ARTICLE VII

The Board of Directors shall have the ultimate authority to decide whether to grant or deny any applications for membership. The Board of Directors shall have the authority to take appropriate disciplinary action against any current, former or pending member which, in its judgment, may be appropriate in order to maintain the professional standards of the Association. A complaint against a person who was an FCCMA member at the time of the alleged violation will still be processed even if the person is no longer an Association member. A pending member who has been convicted of any misdemeanor or felony in any location, may be admitted as a member of the Association, following a thorough investigation by a committee appointed by the President and approval by a majority of the Board of Directors. If the pending member does not consent to an investigation within thirty (30) calendar days of a request to do so, he/she is declared ineligible for admittance or re-admittance to the Association.

If, at some future date, the former member wishes to seek re-admittance to the Association, then he/she must appeal in writing to the full Board of Directors, consent to a completion of the investigation and give the committee a compelling justification as to why he/she chose not to have the original investigation completed. Re-admittance to the Association is subject to the approval of the majority of the Board of Directors.

ARTICLE VIII

Any person who has been an active member of this Association in good standing and who has resigned or been removed from his/her position as manager or deputy/assistant manager of a municipality or county, may retain his/her status as an active member for a period of two (2) fiscal years, on a complimentary dues basis if authorized by a majority vote of the Board of Directors. A person in a position other than that described above will not be allowed to retain his/her active membership unless he/she expresses in writing to the Board that he/she desires to return to municipal or county administration.

ARTICLE IX

These By-laws may be amended or repealed as provided in the Article of Incorporation.

Foundation Update

Contributions are still coming in as a result of FCCMA President Whitson's bike ride and FCCMF President Roberts' letter of invitation to contribute. An annual report will be available at conference and mailed to every member. Final numbers will be available at that time, but this has been a record year for contributions. Thank you to everyone who participated.

MIT News and Update

Listed here are the current members-in-transition. **Richard Diamond**, former manager of DeBary, richarddiamond@bellsouth.net; **Susan Boyer**, former manager of Crystal River, sboyerhwood@aol.com; **Pam Brangaccio**, former manager of Bay County, pbrangaccio@tampabay.rr.com; **Yocelyn Galiano-Gomez**, former manager of Doral, Yg7133@yahoo.com; **Robert Mearns**, former manager Fernandina Beach, Bob 270F@aol.com; **Frank Spence**, former manager of Mangonia Park, frspence@att.net; **Stella Heath**, former

assistant manager of Frostproof, 863.639.2178; and **Maria Davis**, former manager of South Miami, Mdavis2282@aol.com. One of the functions of the Foundation is to provide assistance to the MITS so they may attend the conference.

New Members

The following membership applications have been received. If no current member comes forth with a reason why these applicants should not be approved as members, they will be invoiced for dues after their names are presented to the Board of Directors. **Kristi Aday**, Deputy City Manager, Sanford, associate member; **Bradley Scott Arnold**, County Administrator, Sumter County, affiliate member; **Jerry Bentrrott**, Assistant City Manager, Port St. Lucie, associate member; **Peggy Busacca**, County Manager, Brevard County, full member; **Jamie Croteau**, Assistant City Manager, Ocoee, associate member; **William B. Harriss**, City Manager, St. Augustine, full member; **Sandra Howell**, Assistant County Administrator, Sumter County, affiliate member; **Jered Ottenwess**, City Manager, Trenton, associate; **Adam Reback**, student member; **William E. Roberts**, Collection Representative, Volusia County, affiliate member; **Ryan I. Spinella**, Executive Assistant, Longwood, affiliate member; **John Tate**, Director of Sales and Marketing, Gatekeeper Business Solutions, corporate member; **Deena Ware**, student member; and **Angie Whisnant**, Village Administrator, Carbon, Illinois, individual member.

Dates to Remember

- May 24-27, 2006 – FCCMA Annual Conference
- June 28-30, 2006 – Florida Association of Counties Annual Conference
- August 10-12, 2006 – Florida League of Cities Annual Conference
- September 10-13, 2006 – ICMA Annual Conference

Positions

Jobs get posted to the website as they are received. Please check there for the most up-to-date positions available.

Management Intern – Cities of Port Orange, South Daytona and Daytona Beach Shores.

The cities of Port Orange, South Daytona and Daytona Beach Shores, cooperatively, are offering an outstanding Management Intern opportunity for an individual who is committed to pursuing a career in city or county management. The successful candidate for this position shall work three consecutive eight-month rotations for the cities of Port Orange, South Daytona and Daytona Beach Shores, Florida. The Management Intern shall work directly with the City Manager's Office in each city and be provided with meaningful, resume building projects. In addition, the Management Intern will have opportunities for involvement in staff, budgetary and council/commission meetings; be provided with opportunities to attend FCCMA and International City Management Association (ICMA) conferences and workshops; and receive ongoing feedback and mentoring from experienced City Managers and other senior city staff. The internship will pay a first-year salary of \$35,000, plus fringe benefits including health insurance coverage.

The cities of Port Orange, South Daytona, and Daytona Beach Shores are in a rapidly growing urban area on the east coast of Florida. Port Orange has a population of 55,000, South Daytona's population is approximately 14,000 and Daytona Beach Shores has a population of 4,300

permanent residents and 20,000 seasonal. The area offers a reasonable cost of living, affordable housing, many parks and recreational opportunities and quality educational institutions. The Intern will have the unique opportunity to work with experienced local government managers in organizations that vary in size and service delivery approach.

Candidates for this position must meet the following eligibility criteria:

- An MPA or equivalent from an accredited college or university, with at least a 3.0 GPA
- Demonstrated leadership abilities
- A demonstrated commitment to pursuing a career in city/county management
- Demonstrated public speaking abilities
- A demonstrated commitment to the ICMA Code of Ethics
- A willingness to promote ICMA, FCCMA and the FCCMA's Management Intern Program
- The willingness to make a two-year commitment to participation in the Intern position

Each applicant for this internship will be required to submit an application package which will consist of:

- A cover letter
- A resume
- Two (2) letters of recommendation
- An official college transcript
- A letter addressed to the selection panel explaining why this internship opportunity is important to you; describing your future career goals; and outlining what you plan to contribute to the cities which you will be working for. This letter should be no longer than two (2) pages.

Please submit your applications package to: **Human Resources Department, City of Port Orange, 1000 City Center Circle, Port Orange, FL 32129, (386) 506-5561.** Or you may submit your applications package by fax at (386) 756-5290, or email at mjpeterson@port-orange.org. All application materials must be received by the close of business on **April 25, 2006.**

Assistant Village Manager, Village of Pinecrest, Salary Range: \$85,000 to \$110,000

The Village of Pinecrest, a suburban community located in Miami-Dade County with a population of approximately 19,000 residents has an immediate opening for the position of Assistant Village Manager.

Successful candidate should have a minimum of three (3) years experience in public administration with excellent communication and organizational skills, strong leadership ability, a Master's Degree from an accredited school in a related field such as public administration or business administration and considerable computer literacy.

To receive consideration a fully completed employment application, detailed resume and salary history must be received by May 31, 2006. Forward application and documentation to the Village

of Pinecrest at the address below. For additional information please visit our website at www.pinecrest-fl.gov

Village of Pinecrest
Personnel Office
12645 Pinecrest parkway
Pinecrest, Florida 33156
(305) 234-2121

Equal Opportunity Employer M/F/V/D and Drug/Smoke Free Workplace

Watch Your Mail

A packet of materials is being sent to each member of FCCMA containing directory update forms, committee interest sign-up sheets, the proposed By-Laws, and Resume Review sign-up sheets. Please fill out the necessary forms and return by the deadlines. This is especially important for the directory update forms.