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

August 2009

Vol. 31, No. 8

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Leading the Horse to Water...

By Lynn Tipton, Executive Director

Many of you will share this frustration: you keep putting a message “out there” but cannot get the message heard and understood. I feel this way about both reporters and legislators who seem surprised that cities and counties have made reductions to budgets and services – despite the wealth of information out there are the impact of the national and state economy, state legislation, Amendment #1, and drops in property valuations. I’ve been taking at least a half-hour with each reporter I talk to; giving background, history and examples – but it seems to go nowhere in the article.

I know I’m too close to the issues – maybe I just don’t see it the way they are seeing it. It feels like the proverbial story of leading a horse to water...but the horse won’t drink. I actually think the citizenry understands reality better than the reporters (except for Ron Littlepage at Jacksonville) and the legislators.

Knowing that you share this frustration, I will also share a resource that might be helpful: the local government associations tried a few surveys this summer to find out who made layoffs, cuts and furloughs – but we have little to no response on those surveys. Instead, it appears that Professor J. Edward (Ed) Benton at USF and his team did the better survey – they got much better responses. He’s still putting the data into a proper format for university release, but if you call him or send an e-mail, he’ll share the data from the 31 counties and 135 cities that responded. It is the best compilation I’ve seen so far...and I’ve asked Ed for a follow-up article to share with all of you. Ed’s e-mail is jbenton@cas.usf.edu at USF and his phone is (813) 978-9513. I want to help and get his story out – and maybe if enough of us tell this same story, the horse will start to drink.

Negotiating Your Employment Contract

The next webinar will be held on Thursday, August 20, 2009, from 3:00 pm – 4 pm EST. This session will include a discussion of the model employment contract that was developed as a result of the session held at the 2008 Annual Conference. More information will be sent at a later date.

Condolences to Lee Vincent and Jon Lewis and Their Families

PFC Donald “Wayne” Vincent died July 25 from injuries sustained on a battlefield in Helmand Province, Afghanistan. He was the son of Lee Vincent, former City Manager of Port St. Joe. Wayne was deployed to Afghanistan on May 19 as an assaultman assigned to Fox Company, 2nd Battalion, 5th Marine Regiment, Regimental Combat Team, 2nd Marine Expeditionary Brigade. Our hearts go out to Lee and his family during this time.

FCCMA Secretary-Treasurer Jon Lewis’ dad, Ralph G. Lewis, passed away on August 6. Ralph Lewis taught in the School of Policy and Management at Florida International University until his retirement in 2003. In 2001-2003 he worked with Merrett Stierheim as the Miami-Dade school district’s executive assistant for strategic initiatives. They had helped create FIU’s Academy for Strategic Management in 1997. FIU’s former president, Modesto Maidique, called Lewis “a pioneer in the strategic planning process at FIU and the school system. He loved his family which was very evident in their remembrances at his memorial service.

August Member Profile

By Peter Cavalli, Community Services/IT Director, City of Belleair Beach

Name: Michael Bonfield, City Manager, City of St. Pete Beach

FCCMA member since: Around 1990

How long have you been a municipal manager? 27 years – 14 years as department head, 10 years as City Manager

What is the path that brought you to the field of municipal management? I started out in education, with the thought of teaching and coaching. I was offered a supervisor position in the Gulfport Recreation Department and became a director three years later. My job scope grew and I decided to pursue an MPA degree to further career opportunities. During that time I have had the opportunity to work for some outstanding City Managers – Ellis Shapiro, Bruce Haddock, Kathy Rice and Bob Lee.

Please tell me about something that made a lasting impact on you and made you proud to be a municipal manager. Getting people to think beyond their normal frame of reference and create greater expectations for themselves and their communities. I have had the opportunity to plan and develop numerous projects that went far beyond the initial expectations of those involved and turned out to be great sources of pride in the community. It is very rewarding to see the public and/or the employees get excited about what they can do to improve the community.

Description of formal education: BS – Education; MPA

In addition to formal education, what other types of education have assisted in preparing you to be an effective municipal manager? Teaching and coaching is primarily about problem solving. The experiences gained in this area at a young age have proven invaluable. The other learning experiences that I rely on heavily can probably be traced to the hours spent on the sandlot as a kid. Never underestimate the value of such lessons as: “how to get the best players on your team”; “recognizing when you have leverage (or more importantly when you don’t)”; and probably most handy as a City Manager is “knowing when to duck”.

What advice would you provide college students or young professionals wishing to break into the field of municipal management? Stay as diverse as possible; take on whatever challenges/opportunities you are presented with; make contacts wherever possible; and, establish your credibility as a person that gets things done.

What do you find to be hottest issues facing the field of municipal government? Sustainability of the organization is certainly one. Revenue opportunities are clearly not going to keep up with the rising cost of providing services. At the same time, expectations of the public and elected officials remain high. As local government managers we are going to have to be very innovative and collaborative with the private sector and other public agencies in how we deliver services.

Are there any books that you would recommend to municipal managers? I’ve recently read *Good to Great* by Collins and *Uncommon* by Dungy. Other than that, try mindless fiction and sports magazines to maintain balance in your life.

Favorite part of the job: Every day is different; helping people realize they can really make a difference in their community.

Least favorite part of the job: Having to constantly deal with the public (and often media) perception that government is “lazy, fat, spoiled”. We’re not perfect but there are many hard working employees doing good things that too often go unnoticed.

Hobbies and interests: Golf, fishing, travel and cooking.

Family details: Married 23 years (Carrie); three sons (Grady - 20, Charlie - 17 and Logan - 14).

Red Flags of Collusion Training

Governor Crist’s Office of Economic Recovery and Office of the Chief Inspector General in cooperation with The United States Department of Justice Antitrust Division and The Florida Attorney General’s Office Antitrust Division will offer training for Procurement and Contracting/Grant Employees, Inspectors General Auditors and Investigators, and other interested government officials on techniques for identifying the “red flags of collusion” to train these government employees on indicators of fraud. This is important to ensure appropriate oversight of the taxpayer’s dollars. These seminars will be at no cost to the attendees. Each seminar will be approximately two hours in length.

The Antitrust Division of the Department of Justice has launched this Recovery Initiative aimed at training government officials and contractors to recognize and report efforts by

parties who unlawfully profit from the stimulus projects that will be awarded as part of the American Recovery and Reinvestment Act of 2009.

There are several training opportunities around the state: Jacksonville – September 2; Tampa – September 10; Orlando – September 11; Fort Lauderdale – September 22; and Miami – September 23. For more information, send an email to PURCertification@dms.myflorida.com, or call Cyndee Sams at (850) 921-0266.

Local Government Reporting Requirements

Currently 250 of Florida's 405 municipalities and 2 of Florida's 67 counties have populations of less than 10,000. Typically, smaller local government staffs are generally stretched thin. In an effort to assist all local governments with meeting the many statutory and program-required reporting requirements, the staff of the Legislative Committee on Intergovernmental Relations compiled the following charts relating to: (1) Local Government Financial Reporting Requirements; and (2) Local Government Truth-In-Millage (TRIM) Compliance Requirements.

These charts contain a compilation of statutorily-mandated reporting requirements made of all local governments in a calendar format. For each reporting requirement, the following is listed: (1) the due date (if specified); (2) the title of the report; (3) the statutory or Administrative Rule authority; and (4) the current contact person in state government to whom the report is submitted.

The Local Government Reporting Requirements Chart lists reporting requirements that may apply to all or one type of local government (counties, municipalities, special districts - independent or dependent, and school districts) concerning various topics, such as financial, retirement plans, road reports, etc. This chart lists information concerning 69 statutorily-mandated reporting requirements due throughout the year. Additionally, because local government budgeting can be a critical and complex process, the Local Government Truth-in-Millage (TRIM) Compliance Requirements Chart lists all reporting requirements associated with local government budgeting and TRIM Compliance. To ensure accuracy the charts are updated biannually. Either of these charts can be accessed on the LCIR's website at <http://www.floridalcir.gov/UserContent/docs/File/data/locgovfrr.pdf>. If you have any questions, please contact Cris Martinez, LCIR Staff Attorney, at 850-488-9627.

Transforming Local Government Case Study Submittals

The Alliance for Innovation invites you to participate in the 2010 Transforming Local Government (TLG) Conference by submitting a Case Study Presentation Application. Applications are being accepted for review by the Selection Committee until Friday, September 11, 2009.

TLG attracts participation from local governments that are deliberately seeking new and innovative ways to connect people, information and ideas that support their efforts to be the best communities to live, grow, work, play and prosper. Attendees at TLG are from every department and every level, as well as elected officials, university faculty, graduate students, Alliance Partners and private industry.

Visit the TLG website for more information about the conference, case study expectations, and how to apply www.tlgconference.org.

FCCMA Members Get Special Rate At Attorney's Conference in Miami

The International Municipal Lawyers Association (IMLA) will hold their conference in Miami on October 18-21. In recognition of the need for training close-to-home, and the fact that many of IMLA's issues are similar to those of FCCMA members, IMLA has offered any FCCMA member a special registration rate to attend.

IMLA represents city and county attorneys, and their workshops include topics that meet the training requirements for ICMA-credentialed managers. The link below will give you more information about the conference schedule www.imla.org and the special rate is as follows:

Full Conference Price:

	Regular	After 9/1
<i>With registered attorney</i>	350	550
<i>Without registered attorney</i>	450	600

Day price:

With registered attorney

Before September 1, 2009

Saturday (ILGL)	Sunday*	Monday	Tuesday	Wednesday
\$75	\$75	\$125	\$125	\$100

After Sept. 1, 2009

\$100	\$100	\$150	\$150	\$150
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Without registered attorney

Before Sept. 1, 2009

Saturday (ILGL)	Sunday*	Monday	Tuesday	Wednesday
\$125	\$125	\$150	\$150	\$100

After Sept. 1, 2009

\$150	\$150	\$175	\$175	\$150
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*there may be an additional charge for Land Use Tour.

**printed materials cost - \$120.

***spouse/guest rates same as for attorneys.

FCCMA Winter Institute

Mark your calendars for the FCCMA Annual Winter Institute to be held February 4-5, 2010 at the Lake Mary Marriott. The rate will be the same as last year at \$325. More details to follow in the next newsletter.

ICMA Conference/FCCMA Events

Dutch Treat Dinner -For those of you traveling to Montreal for the ICMA Conference, reservations have been made at the Le Centre Montreal Hotel, 1201 Boulevard Rene-Levesque West for Monday, September 14. This is in one of the two Host hotels. Dinner is scheduled for 6:30 p.m. and is served buffet style. Please allow enough time to get there. The menu includes appetizers; salads; entrees of paupiette of sole with spinach, grain-fed chicken glazed with port and manicotti with tomato sauce; fresh market vegetables and assorted potatoes; palm of farm picked seasonal fresh fruits; and mini French pastries and assorted tarts, cakes and pies. Beverages will be provided. Tickets will be necessary, as FCCMA will be paying deposits and making the final payment on one bill. You will receive a confirmation e-mail that will serve as your ticket. The cost is \$25 per person, which includes taxes and gratuity. Please send your checks made payable to FCCMA with the order form below by August 31 to receive your ticket(s) by email. This dinner event is always very popular with the FCCMA members, and it is hoped there will be a good turnout.

ICMA Conference/FCCMA Dutch Treat Dinner

Name: _____

E-mail (where you want ticket sent): _____

Number of tickets requested at \$25 each: _____

Amount enclosed: _____

Checks should be payable to FCCMA.

Visa/Mastercard: circle one

Name on the card: _____

Credit Card #: _____ Expiration Date: _____

Billing Address for the Cardholder: _____

**Please mail to FCCMA, PO Box 1757, Tallahassee, FL 32302 or Fax: 850.222.3806
or attach with an e-mail to crussell@flcities.com.**

MIT News and Update

Listed here are the current members-in-transition. We have added the district so please take a minute to show your support by emailing the MITs in your district. **Duncan Ballantyne**, former administrator of Martin County, District IV, dmcballant@aol.com; **Kassandra Esposito Blissett**, former manager of Ponce Inlet, District II, Kujowally1@yahoo.com; **Susan Boyer**, former manager of Crystal River, District VIII, sboyerhwood@aol.com; **Matt Brock**, former manager of Grant-Valkaria, District IV, mattbrock42@hotmail.com; **Jim Coleman**, former manager of Williston, District VIII, jfc Coleman@embarqmail.com; **Richard Diamond**, former manager of Bunnell, District II, richarddiamond@gmail.com; **Doug Drymon**, former manager of Archer, District VII, ddrymon@cox.net; **Lillie Latimore**, former manager of Pahokee, District 0, llatimore@aol.com; **Jeff Naftal**, former manager of Juno Beach, District IV, nifty888@bellsouth.net; **D. Wayne O'Neal**, former administrator of Hendry County, District VI, wayne.oneal@yahoo.com; **Richard Reade**, former manager of Port Richey; District III, **Charles Saddler**, former manager of Dundee, District VIII, csaddler@tampabay.rr.com; **Edward Smyth**, former deputy manager of Leesburg, District VIII, efsmyth@comcast.net; **Frank Thomas**, former manager of Mulberry, District VIII, fthomas1947@msn.com; **William Underwood**, former manager of Belle Glade, District IV, wunderwood2@att.net; and **Tom Willi**, former manager of Monroe County, District VI, thomas-willi@hotmail.com.

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. **Jack Brown**, District II, full member, county administrator, Taylor County; **Monica C. Cepero**, District V, full member, assistant to the county administrator, Broward County; **Amanda Millirons**, District III, student member, University of Central Florida; and **Kevin L. Smith**, District III, full member, city manager, Winter Springs.

Positions

RFP for Village Manager — Biscayne Park — The Village of Biscayne Park (pop: 3,272) in Miami-Dade County is soliciting proposals for Management Services as a Village Manager, as an individual, or as a management team. The RFP #2009-03 is available on the Village's website, www.biscayneparkfl.gov, or request a copy from the Village Clerk at villageclerk@biscayneparkfl.gov or call (305) 899-8000. Deadline: Monday, August 17, 2009, 2:00pm. Contract begins October 1, 2009.

City Manager — City of Clewiston — (population 6,900). Salary range: \$85,000 to \$100,000, plus benefits (DOQ). The City of Clewiston operates under a Commission/Manager government form. The City Manager is the chief administrative official for the City, providing direction and coordination of operational activities in accordance with the policies determined by a five-member city commission elected at large. The City provides water, sewer, electric, sanitation, police, fire, recreation, library and CRA services with a current operational budget of \$30 million and \$8 million general fund budget; 115 full-time employees. Applicants must possess skills and abilities including, but not limited to, public works, budget preparation and management, intergovernmental relation experience; economic development, knowledge of electric utility and be proficient in the use of computers. Applicants must be able to keep the city

commission fully advised as to its financial condition and forecast future needs of the City. The City Manager must live in the City within three months of hire. Minimum qualifications: Bachelor's degree from an accredited college or university in public administration, government, accounting, business administration or related field and five years experience as a city manager or related field with high level of management and supervisory experience. Florida experience is preferred. Please submit resume, cover letter and references to City Clerk Marilyn McCorvey, City of Clewiston, 115 West Ventura Ave., Clewiston, FL 33440. Position is open until filled. Under Florida Public Records Law, resumes are subject to disclosure. The City of Clewiston is an Equal Opportunity Employer, Drug Free Workplace. Please visit our web site at www.clewiston-fl.gov for more information about Clewiston.

Assistant to the City Manager — City of Dunedin — Salary range: \$2,004 - \$2,906 bi-weekly. All who meet the following minimum qualifications are eligible to apply. The assistant will provide professional, administrative and analytical support to the City Manager. Minimum qualifications: Bachelor Degree from an accredited college or university; Course work in public administration, business administration or a closely related field; Masters degree preferred; Three years of progressively responsible experience and/or training that include project management, budgetary review, public speaking, public interaction, grant administration, office administration in a municipal setting and personal computer operations; and an equivalent combination of education, training and experience which provides the requisite knowledge, skills and abilities for this position may be considered. Complete job description is available for review. Accepting applications until position is filled. EOE m/f/d/v/ Drug/Smoke Free Workplace. <http://www.dunedingov.com>.

City Manager — City of Lake Alfred — Central Florida's community of 4,000+ is located in Polk County, Florida. Starting Salary range \$65,000.00 to \$75,000.00 DOQ plus full benefits. Full service city with annual budget of 6.0 million. City Manager is the chief administrative officer for the management of all city operations overseeing 70+ employees. A bachelor's Degree is required and master's degree preferred in public, business and/or related fields. Must have 5 years experience as a city manager or assistant city manager or have experience in local government services. A combination of education and experience, which demonstrates the ability to effectively manage a small city with multiple departments/services, may be substituted for educational requirements. The City Manager will be required to live in the City of Lake Alfred. **Closing date: August 31, 2009.** Submit resume, references and fill out application which may be obtained online from the City of Lake Alfred at www.mylakealfred.com to City of Lake Alfred, City Manager Search, 120 E. Pomelo Street, Lake Alfred, FL 33850, or fax to 863-298-4440 or e-mail to LBourgeois@mylakealfred.com.

Public Works/Engineering Director – South Miami - \$84,396-\$107,713. The City of South Miami's Public Works Department is seeking a Public Works Director which will be responsible to plan, direct and oversee all activities of the Public Works Department including and not limited to personnel, general departmental operations, records management and contract administration. **Responsibilities include:** To manage and direct all departmental activities and personnel. To administer and prepare budget for the department. To establish standards and manage permitting activities within the City's right of way. Manage and direct Storm Water Distribution System/Extension with available funding or established funding program. To manage and direct the City's

graphic activities to include geographical information system/GIS and the Computer Aided Drafting (Auto CADD) System. To manage and direct the City's flood/community rating system (CRS) activities. To make public presentations on the department activities as requested by supervisor. Direct activities under the Storm Water Management Program to include, drainage system maintenance, contractual canal maintenance, coordination with regulatory agencies and street sweeping. Manage and implement the Five Year People's Transportation Plan funded through the People's Transportation Tax Fund. Create and implement the City's Five Year Capital Improvement Plan. The CIP is mostly funded through external funds (grants) acquired by the Public Works and Engineering Department and other enterprise funds. Manage, administer and implement planned improvements under the Local Option Gas Tax Account. Responsible to prepare and submit annual legislative appropriations request to State legislators and state departments. **Educational Requirements:** Bachelors Degree in Civil Engineering, construction and/or management or similar educational background and/or experience as deemed appropriate. Masters Degree in related field a plus. Minimum ten (10) years combined experience in engineering, capital improvements and/or storm water or a combination of experience and education. **DEADLINE DATE: OPEN UNTIL FILLED E/O/E.** IF YOU ARE INTERESTED IN APPLYING FOR THIS POSITION, PLEASE SUBMIT YOUR RESUME AND SALARY HISTORY: TO THE CITY OF SOUTH MIAMI, 6130 SUNSET DRIVE, SOUTH MIAMI, FLORIDA 33143; Ph: (305) 668-2515; Fax: (305) 668-3877; Attn: Jeanette Enrizo – HR Manager, www.cityofsouthmiami.net or personnel@cityofsouthmiami.net.

Dates to Remember:

August 13-15, 2009—FLC Annual Conference, Orlando

September 13-17, 2009—ICMA Annual Conference, Montreal, Canada

February 4-5, 2010—Winter Institute, Lake Mary