



The MANAGER

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

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Reinvesting in America’s Transportation System: Challenges and Opportunities for the 2009 Federal Surface Transportation Authorization

This is the title of the January phone panel/webinar. Dial in January 21, 2009, from 2:00 - 3:00 p.m. Eastern Time, 1-877-685-5350, Passcode: 588731 or you can assess the Webinar at <http://florida.acrobat.com/coaching>.

The panelists are: Jim Fahey – Director of Government and Public Affairs, American Public Works Association; Howard Glassman – Executive Director, Florida Metropolitan Planning Organization Advisory Council; and Allison Payne– Manager, Advocacy Programs & Federal Affairs, Florida League of Cities. The moderator is Sue Hann - Deputy City Manager, City of Palm Bay; Director at Large, Transportation, American Public Works Association. Webinars are produced through a partnership between FCCMA’s Coaching Program, the Center for Florida Local Government Excellence and the John Scott Dailey Florida Institute of Government and Willdan.

So You Want To Be A City/County Manager?

Then you need to attend this **FREE** one-day session on January 30, 2009 at 6500 North Congress Avenue, Boca Raton, FL 33487 from 9:00 am – 4:30 pm, EST. Free parking on site and lunch will be provided for all participants.

Sessions include: management styles, ethics, how to get the job, working with the Council and press, and working in the “Sunshine” and building relationships.

To register, contact Carol Russell at (850) 222-9684 or crussel.com. Please advance register so we know how many lunches to provide.

Thank you to the following for their help in making this session available: City of Boca Raton, the Palm Beach County City/County Manager’s Association, the Center for Florida Local Government Excellence and FCCMA’s Emerging Professionals Council.

2009 Winter Institute

Last chance to register for this year's Winter Institute, February 5-6 in St. Augustine. Well-known author and consultant, Peter Block, is the facilitator whom many of you know from Transforming Local Government Conferences. His latest book entitled: *Community: The Structure of Belonging*, was released this spring and has been very well received.

To register you can download a copy of the brochure from the FCCMA website (www.fccma.org) or contact Carol Russell at (850) 222-9684 or crussell@flcities.com as soon as possible. The Institute is restricted to 80 participants.

Mastering the Media to Effectively Communicate with the Public

District VII will hold its district training, Friday, February 13. There will be two opportunities to attend this training: either 9:00 am – 11:45 am or 1:15 pm – 3:45 pm. The cost is \$25 per person for either session with lunch included and space is limited to 20 people per session. The facilitator will be Brenda Viola who is a communications consultant. For more information, contact Angela Crist at acrist@cas.usf.edu.

The district trainings are provided through FCCMA's partnership with the Center for Florida Local Government Excellence and the John Scott Dailey Florida Institute of Government.

Scholarships

The B. Harold Farmer Scholarship for students and the Emerging Leaders Scholarship open to public administration students and entry-level professionals (budget analysts, management analysts, interns and assistants are open for application.

If you are enrolled during the summer or fall of 2009 and pursuing a public administration or related degree at a Florida university, then you are eligible to apply for the **B. Harold Farmer Scholarship**. The recipient will receive a \$2,500 scholarship and all related costs of attending the FCCMA annual conference. Completed applications must be received by 5:00 p.m. on February 13, 2009. If you would like a copy of the brochure, please email Carol Russell at crussell@flcities.com.

The deadline to apply for the **Emerging Leaders Scholarship** is 5:00 p.m., EST, February 27, 2009. The scholarship is designed to allow public administration students and entry-level city and county management professionals interested in continuing their development as public managers to attend the annual conference. Information on the conference is available online at www.fccma.org. The scholarship provides complimentary registration to the annual conference, a reimbursable travel-expense stipend of up to \$1,000, and a one-year complimentary membership to the FCCMA. Scholarship recipients are responsible for their own food and accommodations. Recipients will be honored and recognized at the Career Development Luncheon and the annual Awards Luncheon. Scholarships will be awarded on the basis of commitment to city/county management, career goals, affiliation to FCCMA, and financial need based on either salary or the organization's ability to support the cost to attend the Annual Conference.

FCCMA Annual Conference

The 2009 Annual Conference is May 27-30 at the Renaissance Resort World Golf Village in St. Augustine. The committee has put together outstanding sessions addressing the theme of "Leadership in the New World—Leadership Trends and Styles for

City/County Survival and Prosperity. Steve Seibert of the Century Commission is the opening keynote speaker. Saturday's keynoter is Gary Yamamoto who will speak on Professional Power, Personal Excellence. FCCMA has been fortunate to obtain BK Jackson as the entertainment for Friday night's dinner. BK is well-known in the Hillsborough County area. He's a 17-year-old saxophone sensation who has opened for such greats as BB King and Tony Bennett. Conference registration materials will be available by mail and online in mid-February.

FCCMA Awards

An awards brochure was mailed in early January to all FCCMA members. Awards will be presented at the Annual Conference to Members with 5, 10, 15, 20, 25, 30, 35 and 40-plus years of membership/service with FCCMA; Award for Career Excellence; The Michael J. Roberto Award for Career Development; Assistant for Excellence in Leadership; Program Excellence Awards will be given in two categories: Community Partnership and Community Sustainability; and the Innovation in Communications and Technology Awards. To apply for the awards, submit your application by 5:00 p.m., EST, March 6, 2008.

If you have any questions, please email Carol Russell at crussel@flicities.com or Lynn Lovallo at llovallo@flicities.com.

Emerging Professionals Spring Symposium

The Emerging Professionals Council's Spring Symposium will be held March 20, 2009 from 8:30 am – 4:30 pm, EST, at the Dunlap Student Success Center on the FSU campus. The cost is only \$35 and includes lunch. The Symposium topic is "Managing and Succeeding in a Politically Challenging Environment."

Whether you are new to the profession or a seasoned professional, there is something for everyone. Dr. Robert Lee, of the Center for Florida Local Government Excellence (CFLGE), will facilitate the Symposium. Speakers will address legislative issues, the professional manager—problems and solutions. There will also be team-building and networking opportunities.

To obtain a registration brochure, go to the FCCMA website, www.fccma.org or contact Carol Russell at (850) 222-9684 or crussel@flicities.com. The Symposium is co-sponsored by FCCMA's Emerging Professional Council, the Center of Florida Local Government Excellence and the Askew School of Administration at Florida State University.

Advancing Performance Management

Advancing Performance Management is a symposium for developing relevant and sustainable performance management systems by government and nonprofit organizations. It will be held Friday, March 20, 2009 in Miami, FL. Space is limited to 150 participants and the cost is \$150 per person. This symposium is part of the American Society for Public Administration's (ASPA) 2009 Annual Conference (March 20-14), which features over 80 panels and 20 practice-oriented workshops on public and nonprofit management. For more information contact: Kaifeng Yang, Chair of CAP at kyang@fsu.edu.

ICMA Embraces Sustainability

ICMA Embraces Sustainability, by Randall Reid, reprinted by permission from the November 2008 issue of CitiesGoGreen magazine, copyright © 2008 by Verde Publishing, Inc., www.CitiesGoGreen.com.

Article is shortened.

CitiesGoGreen talked with Randall Reid, Chair of the International City/County Management Association Sustainability Advisory Committee, about the ICMA's growing involvement with sustainability issues and how he is pursuing sustainability as manager of Alachua County, Florida. Here's what he had to say.

ICMA and the Sustainability Advisory Committee

ICMA does a lot of work involving issues that affect local and county governments in the United States and worldwide. They have been part of the Smart Growth Network for years, and have done a lot of the leading work with the EPA and others on the smart growth idea.

It has been a long-term goal of most local governments to be sustainable—to be building good places for people to live in and to be good environmental stewards. That, combined with issues of climate change, changing economies, and the rising cost of energy, made it apparent that sustainability ought to be a major emphasis of our organization. At the ICMA national conference in October 2007, the members passed the resolution recommended by our subcommittee. It targeted ICMA members to be aware that sustainability in its broad context is the issue of our age. That's how it's phrased in all of our professional materials: "the issue of our age."

The Sustainability Advisory Committee is working to make sure the members of our association are aware of the concept of sustainability and of our role in promoting it within local government. We are currently doing that through teleconferences and through meetings at both annual and state conferences.

Our annual conference is international, typically held in the United States but with members from multiple countries in attendance. There are also state meetings—for example, Florida has the Florida City County Management Association, the FCCMA—and each of the state associations is working towards developing programs related to sustainability. We see our members being dedicated to implementing sustainability within our communities, and that is what the resolution calls for as well.

We put out an ICMA Management Perspective article to our members, and we are also encouraging new technologies. Our members tend to be innovators. The Alliance for Innovation is our sister organization, and many of our members who are particularly inclined to innovation are members of that organization as well.

As managers we have a lot of roles, and we want to make sure our members are aware they have an obligation and a responsibility to educate people on sustainability. We are trying to convey that to the public and to our elected officials, to organize and convene forums and seminars on various techniques for building more sustainable communities, to foster leadership from a community and organizational standpoint. And finally, we are all students; we need to keep learning these technologies. The events that are shaping climate change are something that every manager must be aware of and must be sensitive to, so we've been doing a lot of educational programs.

What is sustainability?

One of the ways we explain sustainability is with a three-circle Venn diagram: the economy, the environment, and social equity or fairness. The area in the center is where we need to try to make our decisions. In the center are the things that are sustainable for the community, that have a synergy that helps create a long-term strategy in the

community, that benefit both the environment and the economy, and that provide social fairness to our residents. Putting every bad land use in a low-income neighborhood is not a way to create a sustainable community. So even issues of land use, or issues of low-income areas, key neighborhoods, those kinds of issues are about sustainability, too. It's not just environmental, although the environment is certainly a focus.

If you look at the history of civilizations, those that abused their environmental settings have not been successful societies. So the idea of sustainability means we try to make decisions based in the center of that Venn diagram.

Creating conversation

The overlapping area between any two of the circles, such as between the environment and the economy, or between social equity and the economy are areas where we as managers really need to focus on building community conversations. Building community requires conversation, and to create a sustainable community, you need to encourage conversations between those elements of the community that are represented by those overlapping parts of the circle.

Community discussions are typically geared to the public forum format, where there are two sides, like a bride side and a groom side. People pack the place, and there are already positions taken. It's really not a dialogue, although it needs to be.

What we're trying to do in communities is encourage a broader-based conversation about what the community wants to be, what its future should be, what are the threats, what are the natural advantages our communities have. All of those visioning-type formats that are increasingly popular around the country are part of that idea. Environmental issues are often at the core of the discussion.

Encouraging change

Local governments are a powerful source of change. I think one of the really positive things, one of the reasons I'm involved in the advisory committee of ICMA for sustainability, is that local entities are choosing to make an impact now. Very frequently you'll see a lot of leadership coming from local units of government.

We have elected officials to be out front on these issues. The business managers of cities and counties are usually not the people that want to be out front. That's why we have alliances with the National League of Cities, the National Association of Counties and the US Conference of Mayors. Those individuals, those political leaders who will likely rise up in office, they're very interested in being out front and being involved in these issues.

But there's a place for us who are behind the scenes. The managers behind the scenes are the ones making a lot of the business decisions. We are professionals, and we are trying to encourage the change occurring in each of our organizations toward more of a common sustainable culture.

Respect for people and place

In America, we are a society that used to pick up and move whenever things didn't go right. You could always go west, and now a lot of people are looking at the fact that you can't go west any longer. You have to go back and reinvest in places where you were. Sometimes its investing in inner-city neighborhoods, and sometimes its redeveloping your communities in a more sustainable way, like smart growth and higher density levels in certain areas and agricultural preservation in other areas. A resettlement of America is taking place in our cities and towns, one of denser development, of more civic space.

I see it as a major sea change in the last decade and a half. The disappearance of the frontier has obviously been a fact for longer than that, but not necessarily the idea that sustainable community is where you try to honor the history of the place. We teach our employees, for example, about the natural environmental history of Alachua County, because it's important when they become employed here that they recognize this as a unique place. There are historical places here, places that don't even have signs, yet everyone in our county can tell you what that historical place is.

Our leadership ethic here in Alachua County is really about creating respect for people and place. Those people are not only our employees but the public we serve, the taxpayers, the people who live here who consider Alachua County a special place.

Then there's also that idea of place itself. We have new towns being developed, modern university facilities at the University of Florida in Gainesville and historic structures. We have natural systems here such as wetland systems. We are the home of Paynes Prairie, which still has bison and other large animals on it that you would never picture in Florida. So we're trying to recognize the importance of this place.

If everybody could be just a little more respectful of people in their communities, of their heritage and background, of what they bring to the table, and be respectful of the places that exist in our communities, that respect would tend to create a more sustainable place. Part of the dialogue managers have to take part in is trying to build that respect, whether it's between the Sierra Club and the Chamber of Commerce, or the Chamber of Commerce and the NAACP. Sustainability gives you a larger vision of why you're doing it.

Green infrastructure

In Alachua County we don't have the strip development you see in much of Florida. We still have green spaces between our communities. You can go out to what planners call "the edge." You can drive out of an urban area into something that's clearly agricultural, or clearly natural, and drive through that, and then go back into a more urbanized setting. That was one of the key principles in our vision plan. Every community wanted to preserve "the edge." They didn't want the next city's entrance sign right across from theirs. That's unique. Not to speak negatively—there are places that are wonderful metropolitan areas with distinct cities back-to-back, border-to-border. But in our case, that's not who we are, that's not what our future vision is.

We just got an award from NACO, the National Association of Counties, here in Alachua County for our green infrastructure. We created an environmental lands acquisition program to buy large tracts of environmental land through an environmental property tax, to keep them in public ownership. It's all done through voluntary purchases; we don't use condemnation. The properties are recommended and screened by a committee, so we don't buy just anything; we buy properties that are environmentally sensitive. That program is one way we're trying to implement those overall vision goals.

We also have very strong controls here to preserve our wetlands, which are just essential in Florida. We see that element being inserted into our land development regulations, which encourage green infrastructure. We call it "green infrastructure" because it's just as important as man-made infrastructure.

Globalization and localization

Almost all of our decisions are impacted by globalization, and the local answer to that is think globally, act locally. It's not just a cutesy phrase. It truly is something we need to think about, because we have a collective power to change things.

One of the real tricks is getting away from the fluff to get to the meaning. For example, everyone wants to tell you that yes, we have a farmer's market. The real issue is, how can you make that a truly meaningful farmer's market, with truly local produce grown by people who may not be full-time farmers but who are currently in the web of food production?

An ethical way of life

Yes, we need a farmer's market. Yes, we need to be aware of energy efficiency in our building design. But then you start thinking in terms of ethics, and you move to a level where it becomes an ethical way of life. From my standpoint, sustainability is part of an ethical way of living. It's gone far beyond what needs to be done to conform to the law, or what's practical. It's a question of: How can we live ethically as communities?

I think sustainability has, as a huge component, the idea that ethical living is intergenerational. The classic idea is the Iroquois concept of considering the effect of our actions on the seventh generation. It's the same thing in terms of the way we build our buildings and do our communities. We're doing this not just for us, but for future people who are going to live here, and some of those future people will be related to us, so they're going to be people we care about a lot. The intergenerational issue is part of the realization that we need to try to be more responsible. A question I ask myself is, "How do I live ethically, so that I'm not demanding things that are unjust to demand of others?"

Protecting Green Infrastructure in Alachua County

Alachua County's Green Infrastructure Investment Program received the National Association of Counties (NACO) 2008 "Best in Category" Award in the Planning Category. A central piece of the plan is Alachua County Forever.

From the Alachua County website:

In 1999, 84% of Alachua County voters polled felt that if natural lands are not protected now they will be lost forever. A citizen-led effort ... developed the ordinance and bond referendum for this program. The initiative was strongly supported by many different facets of the community. The Alachua County Commission...adopted the ordinance on July 25, 2000.

The referendum passed with 60% of the popular vote on November 7, 2000. Voters agreed to raise up to \$29 million through a property tax to fund Alachua County Forever land acquisitions.

Results so far: 13,000 acres saved, strategically chosen in many cases to protect even more land. A proposed ballot measure will make the land safe for perpetuity, requiring a vote of the people to rescind protected status.

Update: A survey in the summer of 2008 by the Trust for Public Lands and the Chamber of Commerce to gauge support among likely voters for a ½ cent "quality-of-life" sales tax showed 62% support. Specific components were then tested with "No" and "might vote for" voters to see if they would enhance the chances of passage. Five of the top seven components were in line with the existing Alachua County Forever program, indicating continued strong support for the program.

% of voters much more likely to vote "yes" on the ½ cent "quality of life" sales tax if tax was linked to specific components.

57% Preserving land to protect drinking water sources

57% Protecting water quality of our river, lakes and creeks

53% Increasing the use of clean energy such as solar in public buildings

49% Protecting wildlife habitat

47% Extending useful life of school buildings through repairs and upgrades

47% Protecting environmentally sensitive lands

47% Protecting natural areas

Contact: Chris Bird, Director, Environmental Protection, 201 SE 2nd Ave., Suite 201, Gainesville, FL 32601; Phone: (352) 264-6800.

More information and current updates are at alachuacountyforever.us

Randy Reid is County Manager, Alachua County and a past president of FCCMA.

Lee Feldman To Lead CityFutures Panel on Public Finance for 2009

The National League of Cities has appointed Lee Feldman, City Manager, Palm Bay, as chair of the CityFutures Panel on Public Finance for 2009. The CityFutures Panel identifies challenges and potential solutions in creating a viable system of public finance for cities in the future.

“Right now, the biggest issue facing local government finance is the condition of the municipal-bond markets and our ability to borrow money, which has become somewhat limited,” Feldman said. “I think that’s going to have an effect on local governments all across the U.S.” Lee Feldman is a past president of FCCMA.

In Memoriam of Dodd Southern

FCCMA honorary member Dodd Southern died peacefully at his home on January 1, 2009 at the age of 72.

Dodd was a member of FCCMA for many years. He served as city manager for the cities of Melbourne, Miami Beach, Hollywood, Coral Springs and Miami Springs and as Assistant City manager for the cities for Kalamazoo, MI, Fort Lauderdale and Miami. He also served as a FCCMA range rider.

He was a man of character and honor and proudly served his cities. He was also devoted to his family and had a life-long love of water sports. After he retired, he enjoyed spending many hours on Lake Jackson in Sebring, FL teaching his grandchildren to love and enjoy the water. The funeral service was January 3.



Monthly Member Profile

By Ed Smyth, Deputy City Manager, Leesburg

Jay M. Evans City Manager, City of Leesburg

FCCMA member since: 2000

Degrees obtained/Education/Certifications: Bachelor of Science in Political Science from Troy University; Master of Public Administration from University of Central Florida;

What brought you into this profession?

In college I was gravitating toward electoral politics out of a desire to affect the world I live in for the betterment of all. The more I was exposed to the lesser qualities of electioneering and the democratic process, the more I sought an alternative that could be just as rewarding. I also had this deep-seated desire to change the negative stereotypes of government.

Briefly tell me about your job in Leesburg – what do you need to know?

As with all City Managers, I have to be a jack-of-all-trades. The key to successful management is surrounding yourself with competent professionals, listening to their good

advice, gathering information from a variety of sources, and making the command decision. We're also better off when the command decisions we make are fewer in number. That means that others in the organization are entrusted with the authority and accountability make the call and get things done.

What are the parts of the job that energize and excite you?

Challenging the public's conventional wisdom about government. There is no more rewarding part of my job than hearing stories from the public about great customer service they've received. I want to transform public service, at least for the organizations I work for, into a source of great pride for the local community. If we can ever be held up as the "Leesburg standard" for others to follow, I will have done my job.

What part the job makes you want to run and hide?

Self-interest, as it is manifested in so many of the demands we in local government receive.

Please tell me about something that's made you proud to be the City Manager that's made a lasting impact on you.

The profoundly generous response to the holiday season this year. Our employees have been tremendously giving and selfless this year, in a time when they themselves are certainly feeling the pinch. I work with some truly outstanding people.

What experience do you have (traditional or non-traditional) that has proved to be the most useful in your current position?

My experience in both large and very small jurisdictions has been a tremendous asset. It has given me a breadth of experience that I tap into on a daily basis. Smaller jurisdictions often require that staff wear many hats. One can get exposure to a wider variety of disciplines in a small city versus a large city or a county. That has prepared me to understand what each of the players are doing in the larger organization. It wasn't until I had such experience that I felt like I understood the "big picture", which in turn fueled my interest in management.

Please tell me about a hobby or special interest of yours:

I fly an ultralight aircraft, and I'm an avid hunter. Both are extremely relaxing pursuits that take the mind away from the stresses of the profession.

What would you tell young people interested in or entering a career in local government?

If their interests are broad, such that they may be interested in city/county management, I'd encourage them to start off in a very small city. I'd also encourage them to pursue internships, even if they are unpaid. You have to separate yourself from every other degree-toting applicant somehow, and experience through an internship (or two) is a great way to do it. For those who are not college-bound, they must continue to expand their knowledge base through technical training, which should be a life-long pursuit.

Ask A Coach

Below is the question for this month:

Looking for an Entrance

As a current MPA student hoping to find a “way in” to a Florida local government, what types of jobs would you suggest I look for starting out, in hopes of one day being a local government manager? *Looking for an Entrance*

Dear Looking for an Entrance,

Anything! At this point, with the economy and local government resources as they are, be willing to start anywhere in the organization even if it is 'beneath' your skill level. Willingness to work your way up and prove yourself goes a long way. Having a foot in the door at a minimum gives you a leg up as other opportunities arise in the organization. With your foot in the door, at that entry level, then be willing to “volunteer” to perform other duties, even if they are outside the scope of your job description and pay range. That attitude and willingness to work and be a team member will get you a long way. *Oel Wingo*

Any job in local government would be great, but the closer to the Manager's Office, the better. Once you are in your job, make sure that you volunteer to work on special projects or any task that gets you close to the Manager. Use the opportunity to explore all facets of local government, from public safety to public works. Perform well, get noticed, and be diligent. *Lee Feldman*

The best way I think a MPA student can start his/her local government career is through a solid internship with a city in either the city manager's office or budget office. Either of these two positions within a city will provide the student with a good overview of multiple aspects of local government management. Most successful city managers will describe themselves as generalist and therefore if a MPA student wants to be a City Manager one day he/she needs to have a broad understanding of the many different aspects of local governance. Several internships should be avoided: namely positions within a state or federal agency. While these positions may qualify for academic credit, they will leave the student at a disadvantage as the internship experience will not provide a direct local government setting experience that helps the soon to be MPA graduate in his/her future job interviews. Direct local government internship experience is the best response when asked questions during an interview for a local government job.

Additionally, a student should not discount an internship or part-time job in a smaller city. Although smaller communities often lack the advanced/higher priced technologies (such as everyone having blackberries and laptop computers), these communities do usually offer a much wider range of opportunities for a student or part-time employee because of the communities' typical smaller workforces. The first community I worked for was just under 1,500 citizens and the City Manager did just about everything. She was a tremendous person to talk to and from who I learned aspects of applied knowledge. However, smaller communities do not typically have listed internships. My first job was as a “codification consultant.” But within 6 months, I was leading a workshop with the City Council and City Attorney. Such opportunities within a larger city are very few and far between. And students need to remember there are a lot more smaller cities (i.e. jobs) than larger cities. *John Coffey*

Internships! Any job could be considered an internship if connected to a higher purpose of gaining experience. I would do anything legal to get your foot in the door or an opportunity to get to meet the people that can put you where you want to be for your next move. There is merit to starting off on the loading dock if you have to run a loading

dock some day. I would advise someone struggling to get into an organization first and then ask to meet with a manager or assistant and let them know your interest in what they do. Ask and seek help. We have all been there and humble requests may be heard more than expressions of confidence. *Randy Reid*

MIT News and Update

Listed here are the current members-in-transition. **Susan Boyer**, former manager of Crystal River, sboyerhwood@aol.com; **Pamela Brangaccio**, former administrator of Broward County, pbrangaccio@tampabay.rr.com; **Matt Brock**, former manager of Grant-Valkaria, mattbrock42@hotmail.com; **Kent Cichon**, former manager of Jasper, kcichon@hotmail.com; **Jim Coleman**, former manager of Williston, jfcoleman@embarqmail.com; **Richard Diamond**, former manager of Bunnell, richarddiamond@cfl.rr.com; **Doug Drymon**, former manager of Archer, jddrymon@cox.net; **Jim Gallagher**, former manager of Dundee, jgallagher27@tampabay.rr.com; **Wally Hill**, former deputy county administrator of Hillsborough County, wallyhillpeoplepc.com; **Patricia Jackson**, former manager of Eagle Lake, pjackson95@tampabay.rr.com; **Lillie Latimore**, former manager of Pahokee, llatimore@aol.com; **Tom Moffses, Sr.**, former manager of Madison, moffsesr@gmail.com; **Jeff Naftal**, former manager of Juno Beach, nifty888@bellsouth.net; **D. Wayne O'Neal**, former administrator of Hendry County, wayne.oneal@yahoo.com; **Katrina Powell**, former manager of Fort Meade, ktpowell68@aol.com; **Richard Reade**, former manager of Port Richey; **Charles Saddler**, former manager of Dundee, csaddler@tampabay.rr.com; **Issac Turner**, former manager of Ormond Beach, isaacturner@bellsouth.net; **William Underwood**, former manager of Belle Glade, billandperla@comcast.net; **William Whitson**, former manager of Cairo, GA, wwwhitson@aol.com; and **Tom Willi**, former manager of Monroe County, thomas-willi@hotmail.com. Please take a minute to show your support of these MITs by making a phone call or sending an e-mail.

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. **John Schneiger**, deputy city manager, Eustis, associate member; **Franklin P. Schofield, II (Paul)**, village manager, Wellington, associate member; and **Jeffrey Seward**, Chief Financial Planning Officer, Sarasota County, affiliate member.

Positions

City Manager – City of Fort Walton Beach, Florida - The City of Fort Walton Beach (Population 20,513) located in Okaloosa County is seeking an experienced professional to serve in the capacity of City Manager. The position reports to and serves at the pleasure of the Mayor and seven (7) Council Members. This progressive Florida panhandle community was ranked 6th as a small city for best places for business and careers by Forbes Magazine. The City, with a \$36.5 million budget and 396 employees, provides full service to its residents including Police, Fire, Public Services (Planning, Building & Zoning, Code Enforcement), Utility Services (Water & Wastewater and Engineering) Recreation and Cultural Services, Community Redevelopment Agency, and two municipal Golf Courses. The ideal candidate will possess strong interpersonal, public presentation and writing skills with extensive knowledge of public administration

principles and practices or will have a career path which demonstrates increasingly progressive responsibility in a similar public sector organization(s); have a history of proactively identifying and implementing creative solutions to community needs; have successful experience with economic development; a strong grasp of public financial, budgeting and accounting principals and practices with a reputation of conservative fiscal management. Qualified applicants must possess computer skills to include Microsoft Word, Excel and Outlook. Minimum requirements include a Bachelor's Degree in Public Administration, Business Administration, or a related field (Masters Degree in Public Administration preferred), a minimum of 5 years experience as Manager in City or County government of similar size and service delivery levels or 7 years as a Deputy/Asst. Manager, or an equivalent combination of education and experience in managing a full service organization. Salary: The salary range for position is anticipated to be in the \$110,000 to \$125,000 depending on qualifications. Benefits are competitive. Interested applicants should submit a cover letter, resume, salary and benefit requirements, and 5 professional references to: City of Fort Walton Beach, Human Resources Department, P.O. Box 4009, Fort Walton Beach, FL 32549 or 107 SW Miracle Strip Parkway, Fort Walton Beach. For additional information contact the Human Resources Department at (850) 833-9507 or visit our web site at www.fwb.org. Deadline for submittals is February 27, 2009. The City of Fort Walton Beach is an Equal Opportunity Employer.

Department: Accounting Services: Director, Accounting Services - Palm Beach County, Clerk & Comptroller - Hiring Range \$75,335.00 - \$98,122.00. Under administrative direction of the Chief Financial Officer, the purpose of the position is to provide for the planning, development, oversight, evaluation, and administration of all accounting services functions for the County and the Clerk & Comptroller's office. An employee in this classification is responsible for ensuring proper administration and application of constitutional and statutory responsibilities as well as accepted accounting standards as custodian of County and Clerk & Comptroller funds. Position develops and oversees all internal accounting procedures, controls, and policy, and ensures compliance with budgetary policy, generally accepted accounting principles, and applicable regulatory standards. Performs related work as directed. **SPECIFIC DUTIES AND RESPONSIBILITIES:** Directs, supervises, assists and supports the accounting services management team in the performance of functions necessary to conduct accounting, general ledger, accounts receivable, accounts payable, pre-audit, fixed assets, purchasing, payroll, check distribution, information reporting, and record keeping; Develops internal procedures, controls and policy for accounting services departments within the Clerk & Comptroller's office as well as County departments; prepares advisory memoranda potentially having significant impact on accounting services policy or procedure; Serves as a Clerk & Comptroller representative at meetings and on various committees or boards as directed; advises on technical accounting issues, financial control matters and policy compliance; Ensures review and monitoring of pending, current, and past Board of County Commissioner's financial actions, as well as, financial actions of constitutional offices under charge. Confers with elected officials, County administration, County department directors, and their staff regarding accounting services issues and other related Board and constitutional office matters; advises the Clerk & Comptroller regarding high profile activities. Ensures financial compliance with budgetary policy, generally accepted accounting principles, and applicable regulatory standards; Administers daily operations through direction and guidance of managerial, accounting, and clerical staff under charge; directs and assists staff in development, planning, and

review of technical, mechanical and legal aspects of various finance issues, i.e., disbursements, annual financial reporting (CAFR), grants; Assigns special projects and research to staff, as appropriate; Performs personnel management functions, i.e., selection, training, guidance and coaching, performance evaluation, disciplinary action; Performs review and analysis in planning and development of accounting services functions; applies knowledge of principles of organizational structure, governmental accounting systems, and organizational objectives; Prepares and/or reviews and/or signs correspondence relating to accounting services as directed, or in the absence of the Chief Financial Officer; provides back-up authorization for wiring/transfer of funds and accounting systems administration. **Minimum Requirements:** Bachelor's degree in Accounting, Finance, or Business Administration, with a Masters in Business Administration strongly preferred; supplemented by eight (8) or more years progressively responsible managerial, administrative and technical experience that provides expertise in accounting, budget, and governmental finance practices; or an equivalent combination of education, training, and experience. Certified Public Accountant (CPA) preferred. The Clerk & Comptroller's Office is a drug free work place. Prior to hire all selected applicants must successfully pass a drug screen. The Clerk & Comptroller's Office is an Equal Opportunity Employer. Preference in appointment and retention. Veterans' Preference in appointment will be given to eligible veterans or eligible spouses of veterans. Persons interested in Veterans' Preference please call 561-355-4172 between the hours of 8 a.m. - 5 p.m. Monday - Friday. **To apply follow link:** <http://www.pbcountyclerkcareers.com/palmbeach/jobboard/listjobs.aspx>

Department: Finance: Chief Operating Officer Of Finance – Palm Beach County Clerk and Comptroller's Office - Hiring Range \$100,000.00 - \$153,844.00. The Clerk & Comptroller is an award-winning organization recognized for performance, operational excellence and a strong values-based culture. We offer a demanding, fast paced, and results-oriented environment that places a strong emphasis on quality and timeliness. The responsibilities of The Chief Financial Officer's position include: accounting and financial management for 2+ billion dollars of investment funds, agency accounting and payroll with a staff of over 100 employees, investment management, financial reporting and general accounting functions. This individual will report directly to the Clerk & Comptroller and will be a key member of the senior executive team. Responsibilities will include: Management of the County's investment portfolio; Pre-Auditing and processing County Commission expenditures; Financial reporting for the County and Clerk & Comptroller; Budget preparation for the Clerk & Comptroller; Managing the general accounting and payroll functions; Managing appropriate financial controls; Maintaining the minutes of County Commission meetings. The successful candidate will have significant management experience in a large government agency or in a regulated industry environment. Outstanding teamwork, written and verbal communication skills along with strong computer and systems knowledge are essential. You must be a proven, effective leader in a demanding and fast-paced environment. Leadership qualities that will distinguish a successful candidate will include: Demonstrated results in building a high integrity team environment; Maintaining exceptional relationships with key internal and external parties; Developing technical proficiency and leadership skills in new and existing team members; A mindset that leads to tangible results through innovation; A strong sense of urgency and focus on execution. **Minimum Requirement:** We require a Bachelor's Degree in Finance, Public or Business Administration along with 10+ years of progressively responsible management experience. An MBA and/or CPA are a definite plus. PCN:03005/RQ:08-0056(121808). The Clerk & Comptroller's Office is a drug free

work place. Prior to hire all selected applicants must successfully pass a drug screen. The Clerk & Comptroller's Office is an Equal Opportunity Employer. Preference in appointment and retention. Veterans' Preference in appointment will be given to eligible veterans or eligible spouses of veterans. Persons interested in Veterans' Preference please call 561-355-4172 between the hours of 8 a.m. - 5 p.m. Monday - Friday. **To apply follow link:** <http://www.pbcountyclerkcareers.com/palmbeach/jobboard/listjobs.aspx>.

Request for letters of interest (RLI) for the position of Town Administrator – Town of Southwest Ranches, Broward County, FL - Opening Date/Time: Friday, February 27, 2009, at 10:00 AM. Submit TO: Susan A. Owens, CMC, Town Clerk, 6589 SW 160 Avenue, Southwest Ranches, FL 33331. The Town of Southwest Ranches is accepting Letters of Interest from qualified individuals to fill the full-time position of Town Administrator. The position is appointed by four affirmative votes of the Town Council and serves at the pleasure of the Town Council. The salary range will be dependent upon qualifications. The Town Administrator must have the following qualifications: At least two years of current or past membership in the International City Managers Association (ICMA); At least five years of experience serving as a municipal Administrator or Assistant Administrator. Experience is preferred, but not required, in Miami-Dade, Broward or Palm Beach Counties; Preferably have a four year college degree from an accredited college or university; To have direct experience with preparing an annual budget, preparing annual audits, negotiating municipal services contracts, and meeting with the public; To have direct experience with overseeing the operations with public works, parks, public safety, records retention, and general municipal operations. The administrative functions of the Town Administrator include, but are not limited to the following: Be responsible for the hiring, supervision, and removal of all Town employees; Direct and supervise the administration of all departments and offices; Attend all Council meetings; Faithfully execute all laws of the Town; Prepare an annual budget and capital program; Prepare an annual report on the finances and administrative activities of the Town; Prepare all reports concerning the operation of the Town; Keep the Town Council fully advised as to the Town's affairs; Execute all contracts on behalf of the Town; Perform such other duties as may be authorized by the Town Council. Copies of the RLI may be obtained at Town Hall, Office of the Town Clerk, 6589 SW 169 Avenue, or by calling (954) 434-0008 or e-mailing sowens@swranches.org. All respondents must submit 1 unbound marked original, 5 bound copies, and 1 CD (preferably in WORD or PDF) of their entire proposal to the Town Clerk prior to the opening date and time referenced above. Facsimile and electronic mail responses will not be accepted. No Letters of Interest will be accepted after the opening date and time referenced above. All questions regarding the RLI must be submitted in writing to the Town Clerk either via e-mail at sowens@swranches.org, or via facsimile at (954) 434-1490.

Assistant City Manager – Sunrise - Salary: \$101,295 - \$139,637. This is a highly responsible administrative and management position assisting the City Manager in planning and directing the various functions of City government. The City of Sunrise is seeking an experienced leader with well-documented management success to help guide the City. The successful candidate will have a Bachelor's Degree from an accredited college or university in public administration, business administration, or related field. Master's Degree is preferred. A minimum of five (5) years of progressively responsible professional management and leadership experience in a full-service local government, with at least three (3) years in a senior level position. The ideal candidate will have

strong interpersonal and communication skills. Demonstrated experience in a growth oriented environment, strong planning skills and a track record of proven results should accompany a background of effectively utilizing accountability and performance-based systems. Applicants should submit two (2) copies of resume (including current salary) a cover letter and five professional references and proof of education to: City of Sunrise, Personnel Department 1300 Sawgrass Corp. Pkwy, Ste. 100 Sunrise, FL 33323 (or download the application at our web site: www.sunrisefl.gov) DFWP, M/F/D/V EOE

City Manager - City of Evanston, Illinois - Evanston is located immediately north of Chicago on the shore of Lake Michigan. Starting salary \$180,000+/- DOQ. For further information or to apply contact: Heidi Voorhees, President, The PAR Group, 100 N. Waukegan Road, Suite 211, Lake Bluff, IL 60044. TEL: 847/234-0005; FAX: 847/234-8309; email: resume@pargroupltd.com. Full Profile available at www.pargroupltd.com.

Dates to Remember:

January 21, 2009—Phone Panel Discussion

January 30, 2009—So You Want To Be A City/County Manager, Boca Raton

February 5 & 6, 2009—Winter Institute, St. Augustine

February 13, 2009—District VII Training

March 20, 2009—2009 Spring Symposium, Tallahassee

May 27-30, 2009—Annual Conference, St. Augustine