



The **MANAGER**

FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION
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Conference Announcements will be mailed in early February!

Happy New Year!

By Lynn Tipton, Executive Director

One of the apt metaphors for this time of year is getting ‘back in the race’ – we’ve got our new shoes laced up and we’re ready to run. The year is stretched out ahead of us like a race course (although pages are quickly getting filled on most calendars!) and we are all hopefully rested for the new year’s challenges and opportunities. I hope you’ll check the FCCMA calendar as you begin filling in dates. The many regional/district trainings, bi-monthly coaching panels, the annual conference and symposiums are sure to offer events that meet your needs and the needs of your team. I also hope you’ll reach out to your district directors to let them know of needs you have – maybe there are needs that we aren’t meeting and we’d like to know about them. An association can only be proactive when we hear from members, so please take time this year to let us know how we’re doing for you and your local government.

I wish you well in your run this year. I'm going to try and pace myself through this year's race with less sprinting and more consistency...My goal is to run more like the tortoise and less like the hare...it is early yet, so I'm optimistic!

January Member Profile

John Stunson, City Manager, City of Oakland Park

By: Caedmon Davis, Public Management Intern, City of Oakland Park



ICMA member since: 1974

Current Occupation: City Manager of Oakland Park. (1974-1984) and (2001-Present).

Before you took on your current position with the city of Oakland Park, what other positions did you hold throughout your professional career?

Shortly after serving in the military, I accepted a job as the Assistant City Manager for the City of Fort Lauderdale- a position I would hold between the years of 1972-1974 and later again during the years of 1985-1991. During my tenure with the city, I helped create an urban framework that would incorporate the Riverwalk Promenade, Broward Performing Arts Center, and the Museum of Discovery and Science into a well-developed cultural focal point that residents continue to enjoy to this day. I left Fort Lauderdale to accept the City Manager's position for the City of Oakland Park- a position I kept between the years of 1974-1983. Between the years of 1983-2001, I continued to serve the South Florida community in a number of other capacities, including serving as a Chief of Staff to the congressman from Florida's 15th Congressional District (1983-1984), City Manager of the City of North Lauderdale (1991-2000), as well as an Chief Executive Officer for a medium-sized law-firm (2000-2001).

Please describe some other affiliations that exist between you and the South Florida community.

In addition to the full-time positions I have held, I have been affiliated with Shepard's Way Ministries, the ICMA, and the Broward City and County Management Association for the better part of the last three decades. I also served on the Board of the FCCMA between the years of 1996-1997 and 1999-2001.

Do you have any previous military experience?

As a matter of fact, I do. Shortly after graduating from high school, I joined the United States Army between the years of 1962-1965 and served one tour of duty on the Korean Peninsula.

During your tenure as the City Manager for Oakland Park, what would you describe as your greatest accomplishments?

Since coming back to the City of Oakland Park in 2001, we have carefully crafted a vision that has not only made Oakland park a more enjoyable place to live but we have also undertaken essential projects that have helped economically revitalize various parts of the city, modernize our infrastructure and increased open space and parks facilities. In addition to our City's

Redevelopment Area and Capital Improvement Projects, such as storm water and sewage system repairs, we also expanded the overall size and population of the city by annexing adjoining areas-adding roughly 12,000 new residents.

What would you describe as the most challenging/rewarding aspect/s of your career in public management?

The most challenging aspect of my job is trying how to best figure out how to do more with less. In times where budgets demand precise execution and optimal utilization of community resources, a competent public manager must accurately assess the needs of the city and develop a careful plan that meets those needs without wasting any of the public's resources. Such a duty requires astute attention to detail and a love of problem solving, as even a small organizational change can lead to both seen and unforeseen consequences.

The most rewarding part of my job is knowing that I contributed to making my community a better place to live for both our current residents and future posterity.

What is your educational background?

I earned my Bachelor's Degree in Psychology from Florida Atlantic University, and I have completed a majority of my credits towards earning my DPA from Nova Southeastern University.

Where are you originally from?

I am originally from Illinois, but I have resided in Florida since moving here in the late 1950's. For the past thirty-six years I have lived in the City of Oakland Park.

What are some of your hobbies and interests?

I enjoy leading an active lifestyle and spending much of my time outdoors. My wife and I are members of a local gym and enjoy working out on a regular basis. We also enjoy fishing, reading and taking the time to travel. We also enjoy spending time with our two grown children and our three grandchildren.

What would you like people to know about you?

This is a very challenging, noble and rewarding career. There is no job I would rather do.

Bill Horne Sets New Record in Clearwater

Congratulations to **Bill Horne**, who received an award for being the longest-serving City Manager in the City of Clearwater's history. The Mayor and City Council presented him with a golf ball display case at the City Council meeting on December 14, for his service of 10 years, 5 months, and 4 days ... and counting.

"I'm completely blown away," he said of the surprise award. "Thank you very much. I couldn't serve in this position without the support of the community, the City Council, and staff."

Mr. Horne joined the city team July 6, 1998 as the Director of General Services. He was appointed the Interim City Manager in July 2000 and became the permanent City Manager in July 2001. Until recently, Tony Shoemaker was the longest serving City Manager, who served

from June 3, 1977 until his departure on Oct. 5, 1987, for a total of 10 years, 4 months, and 2 days.

Certified Grant Writer Workshop

The American Grant Writers Association will hold a workshop on January 23-28, 2012 in Orlando, FL.

AGWA offers the four-day Grant Researching and Proposal Writing workshop followed on the fifth day by the Certified Grant Writer® Review Course and the Certified Grant Writer® Exam on the sixth day. The workshop is a hands-on experience where participants develop a program, complete pre-writing exercises, practice writing some sections of a proposal, review peer's writing samples, and practice budgeting for Foundation and Government grants. Participants receive a Workshop Manual and the following topics will be covered during the workshop:

- Program development using a logic model
- Researching grant opportunities
- Evaluating NOFAs and RFPs
- Researching statistics to document the Statement of Need
- Writing goals, objectives and outcomes
- Planning Program Evaluations
- Preparing Non-Profit and Government Program Budgets
- Writing Executive Summaries, Letters of Inquiry, Foundation Proposals, Common Grant Applications and Government Grant Applications

For more information and to register go to www.agwa.us.

FCCMA 2012 District Trainings

District IV will hold its training on February 24, 2012. The theme is “Career Transition and Resources for City and County.” DBM, a leader in career transition and talent development solutions, will address career transition expectations and resources for local government managers, including specific skill sets, individual career development and sustainability in today’s changing work environment. Participants will revisit why they chose a public sector career and why they remain in the local government management profession. This will be an interactive, participatory session for managers at all career points, including managers in transition, managers maintaining positions and managers approaching retirement. DBM will address proactive measures that local government managers should be taking for career success and offer practical guidance on local government management contracts and benefit considerations.

All district trainings are held from 12:00 p.m. – 3:30 p.m. and the cost is \$35 which includes lunch.

Here is the schedule for the district trainings which will be held through the spring. Additional trainings will be scheduled for next fall. District VII (March 9, 2012) and District V (March 16, 2012) will hold their training sessions on Leadership in Local Government. District VI will

feature Cities and Counties Working Together to Provide Services on March 2, 2012 and District III will feature Bridging the Gap Between Council/Manager Relations on March 23, 2012. The complete FCCMA training calendar has been posted at www.fccma.org with time, date, topic and location.

Registration forms will be posted online as soon as they are available. For any questions, contact Carol Russell at (850) 222-9684 or crussell@flicities.com.

2012 FCCMA Webinars

The Professional Training and Development Committee has set the webinar dates through the end of the program year. **All webinars are free.**

Join in for a webinar **entitled “Legislative Issues Facing Local Governments in the Legislature” on Friday, January 20** from 2:00 p.m. – 3:00 p.m. EST. Beth Rawlins, President, Florida Business Watch and Ken Morris, Director of Legislative Affairs & Economic Development, Leon County will discuss the state legislative issues which will be of the greatest importance to local governments in 2012.

March 22, 2012—Budgeting Pension Changes for Local Governments: Basics and Alternatives.

May 18, 2012—Pension Changes for Local Government.

More information will be available in upcoming newsletters.

To access the webinar, go to <http://florida.acrobat.com/coaching>. Select the radio button next to the “Enter as a Guest.” Dial-in: 1-877-685-5350 and the passcode is 461944.

So You Want To Be A City/County Manager?

Each year at the annual conference, the So You Want To Be A City/County Manager session is held. This a **free** one-day session that will be held on Wednesday, May 30, 2012 from 8:00 a.m. – 3:30 p.m. at the Hyatt Regency Coconut Point in Bonita Springs. The theme is “Your Professional Roadmap.”

Topics include:

- Signature Leadership, Felicia Logan, ICMA Leadership Development Director
- The Top 10! (Things you can do to build your professional roadmap), Colin Baenziger, Colin Baenziger & Associates; and Dr. Robert Lee, Executive Director, the Center for Florida Local Government Excellence
- The Winding Road to the Top Job, Sue Hann, City Manager, Palm Bay; and Carl Schwing, City Manager, Bonita Springs
- The Great Business Business Card Exchange
- If Ethics is Easy, Why Do So Many Get it Wrong?, Martha Perego, ICMA Director of Ethics; Team Leader, ICMA Membership and Professional Development

- Earn Your Stripes and Lead from the Heart, Carl Harness, Assistant County Administrator, Pinellas County; FCCMA Past President

You must complete a registration form even though there is no cost. Lunch is included and we need a count of who is coming. Descriptions of the topics and the registration form can be found at www.fccma.org or email Carol Russell at crussell@flcities.com for a copy.

Municipal Revenue Training

This training will be held Friday, January 27th in Springfield. If you are located in the NW part of the state, please consider attending this training.

The all-day class will be held in the **City of Springfield's Community Center Auditorium** located at 3728 E. Third Street.

This summit entitled **Revenue: Options for Florida's Cities** is geared toward **municipal** elected officials and staff who wish to fully understand all revenue options available to cities following years of economic contraction and falling property tax values.

The class will provide participants with the tools and knowledge to maximize and understand the various non-ad-valorem revenues available to a municipality in Florida. The class will be primarily a lecture format. There will be plenty of opportunities for Q&A from the audience.

Cost: \$30, which is returned upon recorded attendance, so it's essentially free if you show up after registering. Lunch is included. **Click below for more information about the revenue summit and a *Registration Form*.**

<http://www.floridaleagueofcities.com/Assets/Files/2011RegionalRevenueSummitandRegistrationForm.pdf>

FCCMA Elections

Don't miss the deadline for self-nominations. There are two at-large director positions and the secretary/treasurer position opening in May. All nominations must be self nominations. To nominate oneself, a letter to the Nominating Committee, c/o the FCCMA office, PO Box 1757, Tallahassee, FL 32302 must be received by **February 2, 2012**. In addition to the letter of interest (or included within it) should be a short resume paying particular attention to FCCMA participation and work experience.

Keep It Local Florida

Join the Keep It Local Florida website and stay up to date on issues affecting local governments. www.KeepItLocalFlorida.org promotes local home rule and stands against one-size-fits-all government policy. During Legislative session, Keep It Local Florida will send out email blasts on issues affecting local government. Please visit the website and consider adding your address to the email update list.

FCCMA Scholarships

FCCMA offers two scholarships. The **B. Harold Farmer Scholarship** is awarded to a student enrolled during the summer or fall of 2012 who is pursuing a public administration or related degree at a Florida-based university. The recipient will receive a \$2,500 scholarship and an all-expense paid attendance to the annual conference. **Deadline: 5:00 p.m., February 10, 2012.**

The **Emerging Leaders Scholarship** is awarded to public administration students and entry-level professionals (budget analysts, management analysts, interns and assistants) who are interested in attending the FCCMA Annual Conference. It is 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. **Deadline: 5:00 p.m., February 17, 2012.**

These scholarship applications are available at www.fccma.org or email Carol Russell at crussell@flcities.com for an electronic copy.

FCCMA Awards

Applications for an FCCMA award are due 5:00 p.m., February 24, 2012. The award categories are Award for Career Excellence, The Michael J. Roberto Award for Career Development, Assistant for Excellence in Leadership and Award for Program Excellence. Information and applications are available at www.fccma.org or email Carol Russell at crussell@flcities.com for an electronic copy.

FCCMA Members-in-Transition

The following FCCMA members are currently in transition. Please take a minute to show your support by either emailing or phoning the MITs in your district. A phone call or an email can go a long way to help someone who is temporarily out of work.

You can also help if you have any job opportunities available in which one of our MITs may be qualified. With the current technology, the project could even be done from the MIT's home. FCCMA staff has many of their resumes. Please contact Carol Russell at crussell@flcities.com if you need a current resume for one of our MITs.

Also, please keep your FCCMA staff informed of any FCCMA members who may be eligible for MIT status. You can email Lynn Lovallo at llovallo@flcities.com or Carol Russell at crussell@flcities.com.

Larry Arnold
District VII
Former Executive Director-
Community Services of Sarasota County
(941) 840-4223
larnoldz@gmail.com

Bruce Behrens
District VI
Former Manager of Avon Park
(407) 404-1675
Bruce.behrens@yahoo.com

Robert Bentkofsky
District III
Former Assistant Manager of Oviedo
(407) 971-6125
rbentkofsky@bellsouth.net

Matthew D. Brock
District III
Former Manager of Polk City
(321) 507-5096
Matt-brock11@hotmail.com

Cory Carrier-Penton
District VIII
Former Manager of Polk City
corypenton@centurylink.net

Stephen J. Cottrell
District VII
(727) 487-3763
stcottrell@gmail.com

Richard Gestrich
Former Manager of Oviedo
District III
(407) 971-7160
springlite@cfl.rr.com

Richard Giroux
Former Manager of Wauchula
(863) 781-0848
Giroux61@hotmail.com

Laura Hannah
District IV
Former Assistant Manager of Lake Worth
thedualgirl@gmail.com

Jeffrey Naftal
(954) 383-2202
Stout6@bellsouth.net

Frederick C. Nutt
District VII
Former Division Director of Hillsborough
County
(813) 792-7811
Fred_libby@msn.com

Markae Rupp
District VIII
Former Administrator of Arcadia
(321) 258-5783
recmngt@gmail.com

Edward F. Smyth Jr.
District VII
Former CRA Director of Live Oak
(352) 217-2145
efsmyth@gmail.com

Frank Spence
District IV
Former Manager of Loxahatchee Groves
(561) 640-4908
frspence@bellsouth.net

Susan Stanton
District IV
Former Manager of Lake Worth
(602) 622-0682
susanstanton58@yahoo.com

Donald Stilwell
District VI
Former Manager of Lee County
(239) 334-9301
DDStilwell@embarqmail.com

Dale Sugerman
District IV
Former Manager of Highland Beach
(561) 582-5355
dalesugerman@excite.com

Ann Toney-Deal
District VIII
Former Manager of Haines City
(863) 422-9242
3anntd@tampabay.rr.com

Oel Wingo
District II
Former Manager of Holly Hill
(386) 299-8755
Owingo50@gmail.com

New Members

The following membership applications have been received. If no current member comes forth with a reason why this applicant should not be approved as a member, they will be invoiced for dues. **Peter Gardner**, District VIII, City Manager, City of Eagle Lake, Full Member; and **Therese C. Leary**, District VIII, City Manager, City of Lake Wales, Full Member.

Positions

The Manager will no longer print the full ad. All ads are posted online at www.fccma.org under job postings. If you click on the job, it will take you to the full ad.

Systems Analyst — Alachua County Board of County Commissioners — \$51,502.46 - \$84,979.23 Annually. Closing Date: January 20, 2012. Please apply on-line at <http://www.alachuacounty.us/employment>. Please direct inquiries regarding this position to (352) 374-5219. **Applicants with disabilities will be accommodated in the application process. Preference in initial appointment will be given to eligible veterans and spouses of disabled veterans. ALL OFFERS OF EMPLOYMENT WILL BE CONTINGENT UPON SUCCESSFUL COMPLETION OF A PRE-EMPLOYMENT DRUG TEST. TDD (352) 491-4431. AN EQUAL OPPORTUNITY EMPLOYER M.F.V.D.**

Victim Advocate Therapist — Alachua County — Salary: \$18.16 - \$29.06 hourly, \$37,779.66 - \$60,447.30 annually. Closing date/time: Friday, January 20, 2012, 11:59 p.m. Eastern Time. Please direct inquiries regarding this position to (352) 374-5219. Applicants with disabilities will be accommodated in the application process. Preference in initial appointment will be given to eligible veterans and spouses of disabled veterans. AA/EOE. Final candidates will be required to successfully complete a pre-employment drug test.

Port Everglades Director of Business Development — Broward County, FL — The salary range is \$81,108 - \$133,016. First review of applications will take place on February 6, 2012; position is open until filled. To apply, visit our website at www.bobmurrayassoc.com and follow the prompt to create an online profile. Questions may be directed to Ms. Renee Narloch, Vice President, Bob Murray & Associates, at (850) 391-0000 or renee@bobmurrayassoc.com. A detailed brochure is available. Broward County is an Equal Opportunity/ADA Employer. Pursuant to Florida's open records law, applications and resumes are subject to disclosure.

Building Director, Development Services Department — City of Coral Gables — Salary and benefits package includes: The annual salary range is \$92,851.20 - \$127,483.20. Salary is negotiable depending on qualifications. Medical, dental and life insurance, leave allowances, retirement plan and more. Deadline: The position shall remain open until filled. To ensure consideration for this position, interested candidates should forward resume, cover letter, current

salary, and five references immediately, via e-mail, to HRD@coralgables.com or fax to 305-460-5518. The City of Coral Gables is an Equal Opportunity Employer/Drug Free Workplace.

Building Service Coordinator — City of Coral Gables — The annual salary range is \$59,862.40- \$82,180.80. Salary is negotiable depending on qualifications. Benefits include: Medical, dental, and life insurance, retirement plan, leave allowances, and more. Open until filled. To ensure consideration for this position, interested candidates should forward resume, cover letter, current salary, and five references immediately, via email, to HRD@coralgables.com or fax to 305-460-5518. The City of Coral Gables is an Equal Opportunity Employer/Drug Free Workplace.

Code Enforcement Director — City of Coral Gables — The annual salary range is \$65,977.60 to \$90,625.60. Salary is negotiable depending on qualifications. Medical, dental and life insurance, leave allowances, retirement plan and more. The position shall remain open until filled. To ensure consideration for this position, interested candidates should forward resume, cover letter, current salary, and five references immediately, via e-mail, to HRD@coralgables.com or fax to 305-460-5518. The City of Coral Gables is an Equal Opportunity Employer/Drug Free Workplace.

Planning and Zoning Director — City of Coral Gables —The annual salary range is \$92,851.20 to \$127,483.20. Salary is negotiable depending on qualifications. Medical, dental and life insurance, leave allowances, retirement plan and more. The position shall remain open until filled. To ensure consideration for this position, interested candidates should forward resume, cover letter, current salary, and five references immediately, via e-mail, to HRD@coralgables.com or fax to 305-460-5518. The City of Coral Gables is an Equal Opportunity Employer/Drug Free Workplace.

Finance Director — City of Greenacres, FL — Salary Range: \$81,846-\$122,769; Starting Salary up to midpoint of range D.O.Q. **Closing Date:** Open until filled. Qualified candidates should submit a completed application (which can be obtained online at www.ci.greenacres.fl.us) to: City of Greenacres, Human Resources, 5800 Melaleuca Lane, Greenacres, FL, 33463. For more information contact **Suzanne Skidmore** at 561.642.2001.

Accountant — Jacksonville Beach — Salary negotiable: \$37,897-\$61,464 annually with excellent benefits. For more information visit www.COJB.jobs. Email inquiries to Personnel@jaxbchfl.net or contact Amy Smith at 904-247-6263. EOE., VP.

Regional Vice President — Management Partners — Management Partners seeks an experienced local government professional to lead its east practice based in Cincinnati. This is an extraordinary opportunity to continue in the local government management profession from a new perspective. The successful person will have served as a city or county manager as well as exceptional ability to communicate verbally and in writing. S/he will preferably have experience in multiple jurisdictions including a large local government, in more than one state, with strong networking ability. Compensation competitive, DOQ. Email resume and letter of interest to Jerry Newfarmer, jnewfarmer@managementpartners.com or call 513-313-0503.

Assistant Public Works Director — Miami Beach, FL (90,000) — Salary: \$3,788.27 - \$6,118.42 bi-weekly (DOQ). For more information and to APPLY ONLINE, please visit our website: <http://web.miamibeachfl.gov/hr/jobs.aspx>.

Finance Director — City of Opa-locka, FL — Closing Date: Until filled. Salary: \$ 59,800 – 99,800 DOQ. To apply please send Resume with cover letter & Official City Application Form to: City of Opa-locka, Human Resources Department, 780 Fisherman Street – 4th Floor, Opa-locka, Florida 33054; Tel (305) 953-2815; Fax (305) 953-2919; www.opalockafl.gov. Applications/Resumes for this position will be accepted Monday – Friday 8:30 am – 4:30 pm.

Public Works/Utilities Director — City of Opa-locka, FL — Posted Date: 11/23/11. Closing Date: Until filled. Salary: Negotiable. The City offers a competitive salary, an excellent benefits packet, and participates in the Florida Retirement System. To apply please send Resume with cover letter & Official City Application Form to: City of Opa-locka, Human Resources Department, 780 Fisherman Street, Opa-locka, Florida 33054; Tel (305) 953-2815; Fax (305) 953-2919. www.opalockafl.gov. Applications/Resumes for this position will be accepted Monday – Friday 8:30 am – 4:30 pm.

City Manager — Port St. Joe — Position is open until filled. Salary will be DOQ. Applications are available via the City of Port St. Joe Website: <http://www.cityofportstjoe.com> Please submit an application and cover letter along with five references to the City of Port St. Joe, Attention Charlotte Pierce Human Resource Officer, POB 278, Port St. Joe, FL 32457. If you have any questions, please contact Charlotte Pierce at (850) 229-8261. The City of Port St. Joe is an Equal Opportunity Employer and a Drug Free Workplace.

City Manager — City of Safety Harbor — The starting salary range for the position is \$112,000 to \$125,000, depending on qualifications. Applicants should submit a cover letter, resume and salary history no later than January 20, 2012, to: William Cropsey, Human Resources Director, wcropsey@cityofsafetyharbor.com, 750 Main Street, Safety Harbor, FL 34695; Fax: (727) 724-1566. Preference shall be given to eligible veterans and eligible spouses of veterans. Applicants should be aware that applications in Florida become a matter of public record upon receipt.

Development Services Director — Sumter County, Florida — The salary range is \$59,966.40-\$95,347.20 and is accompanied by an excellent benefits package. Resume review will begin February 15, 2012; position is open until filled. To apply for this opportunity, visit our website at www.bobmurrayassoc.com and follow the prompt to create a profile and apply online. Questions may be directed to Ms. Renee Narloch at renee@bobmurrayassoc.com or (850) 391-0000. **A detailed brochure is available.** Sumter County is an Equal Opportunity/ADA Employer. Pursuant to Florida's open records law, the application/resumes are subject to public disclosure.

Leisure Services Director — Sunrise — The City of Sunrise has a population of 85,000 and is located in western Broward County. Salary: **\$86,934 - \$119,840. To Apply:** Send two copies of each: resume (including current salary) proof of education to: City of Sunrise, Personnel Dept.,

10770 W. Oakland Park Blvd. Sunrise, Florida 33351 (or download the application at our web site: www.sunrisefl.gov) DFWP, M/F/D/V EOE

Manager - Equity & Workforce Development — City of Tallahassee — To apply go to the address below to learn more about this position, or go to Talgov.com and click on job opportunities. <http://www.talgov.com/hr/openings.cfm>. Manager - Equity & Workforce development Profile. <http://www.talgov.com/hr/exe-prfls.cfm>.

Dates to Remember:

February 2-3, 2012—FCCMA Winter Institute, Lake Mary
February 24, 2012—FCCMA District IV Training, Palm Beach
March 2, 2012—FCCMA District VI Training, Punta Gorda
March 9, 2012—FCCMA District VII Training, Gainesville
March 16, 2012—FCCMA District V Training, Miami Lakes
March 23, 2012—FCCMA District III Training, Kissimmee
May 31 – June 2, 2012—FCCMA Annual Conference, Bonita Springs