



# The MANAGER

FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION  
Post Office Box 1757 – Tallahassee, Florida 32302 – (850) 222-9684

Home Page: <http://www.fcma.org>

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## **President's Report**

*Lee Feldman, City Manager, Palm Bay*

I would like to thank the membership of FCCMA for the opportunity to serve our association as your President. If you had the chance to attend the conference, I know you found it thought provoking, stimulating and fun. Our speakers and programs, such as Senator Bill Bradley, former Governor Reubin Askew, Regional FEMA Administrator Mary Lynne Miller and Sandy, Oregon City Manager Scott Lazenby were dynamic and complemented the many concurrent sessions. Please plan now on joining us in Doral next year!

This year will be exciting. I have set out three major goals for us to undertake and achieve:

- Continuation of the establishment of the Center for Excellence
- Creation of an outreach program to high school seniors in conjunction with the Florida League of Cities "Know Your Government Week"
- Formulation of an on-line ethics program in support of the ICMA Code of Ethics.

We will be busy this year as we assist in the education of the public in Hillsborough County and other communities in Florida, which will entertain discussions on their respective forms of government. FCCMA's reputation as the promoter of good local government in Florida will continue stronger than ever.

Stay tuned for news on our exciting programs such as the Winter Institute and October Symposium.

I encourage you to be active in our association and join a committee today. For more information on committees please contact your District Director or Lynn Lovallo at [llovallo@flcities.com](mailto:llovallo@flcities.com).

Let's make this a great year!

## **New FCCMA Board of Directors**

The membership voted at the Annual Business Meeting on May 26<sup>th</sup>. Listed below is the new Board of Directors for the Program Year May 2006-May 2007.

President Lee Feldman, City Manager, Palm Bay  
President-Elect, Barbara Lipscomb, Assistant City Manager, Gainesville  
Secretary/Treasurer, Edward Mitchell, City Administrator, West Palm Beach  
Past President, William Whitson, Assistant City Manager, Port Orange  
District I Director Lee Garner, City Manager, Chattahoochee  
District II Director Jim Drumm, City Manager, High Springs  
District III Director Jack Schluckebier, City Manager, Melbourne  
District IV Director George Brown, Deputy City Manager, Boca Raton  
District V Director Peter Lombardi, Village Manager, Pinecrest  
District VI Director William Moss, City Manager, Marco Island  
District VII Director Michael Bonfield, City Manager, St. Pete Beach  
At-large Director Earl Banks, Quincy  
At-large Director Carl Harness, Assistant County Administrator, Hillsborough County  
At-large Director Shannon Lewis, Business Dev./Gov't. Affairs Dir., New Smyrna Beach  
At-large Director Oel Wingo, Assistant City Manager, Palm Coast

## **Conference Report**

What a great conference! Sorry if you had to miss it. The attendees enjoyed "Chamber of Commerce" weather, great speakers and warm camaraderie. Opening keynote speaker, Bill Bradley set the tone for the conference. His message was continued and affirmed by Betty Castor, the speaker at the Career Luncheon and former Governor Reubin Askew. Breakout sessions were well-attended; and a good number stayed for Saturday's talk by Scott Lazenby, City Manager of Sandy, Oregon. Many members brought their families and stayed for the holiday weekend.

The Awards Luncheon had a full house. The following awards were given:

- President's Award – The Honorable James V. Canfield, Mayor, City of Palm Coast
- President's Award – The Honorable Lee Pinkoson, Chairman, Alachua County BOCC
- If You Care, You Do – The Honorable James L. Vandergriff, Mayor, New Smyrna Beach
- If You Care, You Do -- James R. Hanson, City Manager, Atlantic Beach
- Honorary Membership – Gail Nelson, former Town Manager, Juno Beach

- Innovation in Communications and Technology – City of Bartow (under 20,000 population)
- Innovation in Communications and Technology – Sarasota County (over 50,000 in population)
- *There was no winner in the 20,001-50,000 populations category*
- Honorable Mention for Innovation in Communications and Technology – Alachua County
- Honorable Mention for Innovation in Communications and Technology – Charlotte County
- Special Award for Courage in Communication – Michael McNeese, City Manager, City of Sarasota
- Lifesaver Hall of Fame – David Harden, City Manager, Delray Beach
- Lifesaver Hall of Fame – James Ley, County Administrator, Sarasota County
- Lifesaver Lifejacket – Lee Feldman, City Manager, Palm Bay
- Lifesaver Certificate – John Stunson, City Manager, Oakland Park
- Lifesaver Certificate – Bruce St. Denis, City Manager, Longboat Key
- *Special verbal tribute was paid to Frank Roberts, City Manager of New Smyrna Beach for consistently helping MITs. Frank is already in the Hall of Fame.*
- Hurricane Awards were presented to the following cities for assistance after Hurricanes Wilma and Katrina: Collier County, City of Gulfport, City of Largo, City of North Miami, City of Oldsmar, City of Punta Gorda, Sarasota County, City of Sarasota, City of Seminole, City of Venice, Volusia County, City of Brooksville, City of Cape Coral, City of DeLand, City of New Smyrna Beach, City of Pensacola, City of Port Orange, City of Punta Gorda, and the City of South Daytona.

The Range Riders were recognized for all that they do for FCCMA and presented with leather cases to carry their materials from assignment to assignment. FCCMA was pleased to have Tom Kelly, Bud Parmer, Paul Sharon, Dick Simmons and Howard Tipton at the conference.

In honor of the 60<sup>th</sup> anniversary of FCCMA, all past presidents were invited to attend the luncheon. Those in attendance received Past President pins. Any past president who could not be at the conference and would like to receive a pin, please contact Lynn Lovallo at 1.800.616.1513, extension 118.

A new tradition was started this year; Past President Merrett Stierheim, administered the oath of office to incoming president, Lee Feldman. The senior-most past president in attendance, Dick Simmons, administered the oath to the rest of the Board.

Plan to join us next year at the Doral in Miami—May 16-19. The Conference Planning Committee, chaired by Barbara Lipscomb, welcomes volunteers to help with the conference and suggestions for speakers. They will begin the planning this month.

### **2006 Annual Business Meeting**

At the Annual Business Meeting on May 26, 2006, the By-Laws changes were approved and will be effective no later than May 2007. Each member should have received a copy in the mail. If you have any questions on the new districts or membership categories, please contact Lynn

Lovallo at the FCCMA office. The unrestricted net assets of FCCMA as of the year-ending September 30, 2005 were \$255,489. The committees worked hard during the program year, and the success of the organization relies on each person's hard work. Committee volunteers are still being accepted. President Feldman will be finalizing the committee lists in the next couple of weeks. If you want to serve, e-mail Lynn Lovallo at [llovallo@fllcities.com](mailto:llovallo@fllcities.com) with your interest.

## Foundation Update

### Scholarship Winners

What a year for scholarships! The pool of candidates was outstanding, and the selections were difficult. FCCMF is proud to announce that the B. Harold Farmer Scholarship was awarded to **Shington Lamy**, a Florida State University graduate student. Shington works in the Leon County Administrator's office. The selection committee was so impressed during the oral interviews, that they awarded two reimbursable expense stipends and a complimentary conference registration to the two runners-up: **Nicole Blanton** and **Kevin Verro**. Nicole is a student at Florida Atlantic University, and Kevin is a student at the University of Florida.

Five Assistants' Scholarships were awarded this year to: **Abby Ross**, Florida Atlantic University; **Suzanne Sherman**, Management Analyst, Palm Bay; **Ryan Spinella**, Executive Assistant, Longwood; **Cherrise Wilks**, Management Intern, Jacksonville; **Sara Wolfenden**, ICMA Administrative Fellow, Sarasota. The Assistants' Scholarships provide a complimentary conference registration, \$500 travel stipend, and complimentary dues for Fiscal Year 2007.

Congratulations to all!

### Contributions and Special Events

The Foundation had a record-breaking year thanks mostly to Past-President Whitson's bike ride. The final tally showed he raised over \$17,000. The Foundation supports the scholarships, the MITs, support for professional management, the Winter Institute and Symposiums.

This year two new events were tried as part of the conference. Four companies were selected (after they submitted applications) to present a successful municipal partnership story at the conference. The four companies were: **Code Red, American Medical Response, Johnson Controls, and Charter Schools USA**. Their participation is greatly appreciated, and the FCCMF received \$20,000 in donations.

The other event held at the conference to benefit the Foundation was the Wednesday night Casino function. Members played games with fake money, and at the end of the evening used that money to bid on items being sold at auction. Everyone had a good time, and the grand prize of \$1,000 (raised from donations from sponsors) was contributed back to the Foundation.

### MIT News and Update

Word has been received that Richard Diamond has accepted a position in Bunnell, Pamela Brangaccio will be the new Broward County Administrator, and Robert Mearns has accepted a position at Hillsboro Beach. Contracts may not be finalized at press time, but FCCMA wishes them all the best.

Listed here are the current members-in-transition. **Susan Boyer**, former manager of Crystal River, [sboyerhwood@aol.com](mailto:sboyerhwood@aol.com); **Yocelyn Galiano-Gomez**, former manager of Doral, [Yg7133@yahoo.com](mailto:Yg7133@yahoo.com); **Frank Spence**, former manager of Mangonia Park, [frspence@att.net](mailto:frspence@att.net); **Stella Heath**, former assistant manager of Frostproof, 863.639.2178; and **Maria Davis**, former manager of South Miami, [Mdavis2282@aol.com](mailto:Mdavis2282@aol.com); and Ken Sauer, former manager, City of Starke, [sauerekc@juno.com](mailto:sauerekc@juno.com). Word has been received regarding two or three others, but the contact information is not available at press time.

## **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. **Jonathan K. Allen**, Assistant City Manager, Lauderdale Lakes, full member; **Cherie Boyce**, Grants Specialist, Orange County Office of Emergency Management, affiliate member; **David Brown**, City Manager, Coral Gables, full member; **Michael Czymbar**, City Manager, Fernandina Beach, associate member; **C. Matthew Efirm**, student member; **Lee Evett**, corporate member; **Shington Lamy**, student member; **Robert J. Majka, Jr.**, Assistant County Manager, Bay County, associate member; **David L. Recor**, Deputy City Manager, Fort Pierce, associate member; **Richard “Kevin” Sharbaugh**, student member; **Daniel Shaw**, Assistant County Manager, Bay County, associate member; **Marge Strausbaugh**, City Manager, Mascotte, affiliate member; **Michael Steigerwald**, Director of Development Services, Kissimmee, affiliate member; **A. John Szerlag**, City Manager, Sunny Isles Beach, associate member; and **Wendy Widman**, Deputy Manager/Administrative Services Director, Cocoa, associate member.

## **ICMA Conference-San Antonio, Texas**

Once again FCCMA will be hosting a hospitality suite at the ICMA conference. Suite assignments have not been received yet, so watch the August newsletter for more information. On Monday night, September 11, there will be a Dutch Treat dinner at the hotel. Cost will be kept as low as possible, and it is hoped that at least 75 will be able to attend. The reservation forms will be included in the August newsletter also. Remember, the conference is early this year—September 10-13—so sign up quickly, please.

## **The Beginning of My Career in Local Government**

*By: Ana Motie, Tri-City/FCCMF Intern*

The purpose of the Tri-City Management internship was to “introduce a student to local government” and provide a meaningful work experience. The introduction was taken from the perspective of “City Management,” which meant completing Management level projects. I was afforded the opportunity to lead projects, make recommendations, and participate in the redevelopment process of all three Cities. The nature of most of the assigned tasks was City redevelopment or response to the Growth Management Act (GMA). The fire impact fee assignment as a method of alleviating the financial impacts created by new developments; or drafting a small-scale text amendment application (GMA assignment) are examples of redevelopment and GMA projects I worked on.

The most valuable aspect of this Internship was the opportunity to witness the redevelopment process from beginning (inception of a CRA) to end (starting construction). The process began in Daytona Beach Shores where they are implementing a Community Redevelopment Agency (CRA), ironing out details with the County, identifying blighted areas, and creating a budget for the CRA. Port Orange is at the step of acquiring land and gathering design ideas for the redevelopment district through a series of meetings. There, I learned about the process and politics associated with removing mobile home subdivisions and relocating historical homes. Currently, South Daytona is in the process of approving site plans and clearing land for future redevelopment projects. Seeing the redevelopment process from several stages and points of view was an important learning opportunity.

As a result, I learned of the challenges (and possible solutions) facing growing, built-out and beachside communities during redevelopment. Also, I have acquired both project management and planning skills. I learned to read site plans including landscape, utility and construction plans.

Site plan reading entailed learning various Florida Statutes and the City Land Development Codes to the extent that I was able to interpret, apply and speak intelligently about the information with the public, contractors, and other agencies inquiring about the City's redevelopment projects. Some of these groups included local condominium associations, contractors and construction companies.

The most interesting subject was beachside development. The Florida Department of Transportation (FDOT) regulations directing condominium beachside construction can be pretty demanding as well as very technical. The most enjoyable aspect of the internship was learning how to put together a walkable community. Through seminars and conversations with fellow planners, I am able to make informed decisions regarding appropriate land uses, road and sidewalk design standards for maximum use and generally how to maximize the use of most land areas (Town Centers versus Commercial developments).

At each City, I learned three different management styles and how to coordinate projects. I worked with groups of employees, department heads, and council members. The time spent working with all City staff offered me the opportunity to fine-tune my mediation and motivation skills. I also worked with private organizations and the Housing and Urban Development Florida State Office coordinating projects through meetings, correspondence, and presentations where information is exchanged. My time spent with assisting in the development and completion of projects during the 2004 and 2005 emergency response efforts was unforgettable and a true introduction to local government.

My experiences are definitely valuable and can be translated to a position in either the private or public sector. I am very grateful for the opportunity you all have made available. Thank you.

*Note: The FCCMA/FCCMF have agreed to participate in a second tri-city internship. Palm Bay, Satellite Beach and Titusville will have an intern rotate through the three cities, using the format Ana experienced. FCCMF funds the intern's participation at the ICMA Conference, the FCCMF Winter Institute, the FCCMA Annual Conference and symposiums.*

## **Positions**

**City Administrator, City of Tavares.** The City of Tavares is currently seeking candidates for the position of City Administrator. Located 25 miles northwest of Orlando in beautiful Lake County, Florida, Tavares has a population of 11,340 and a \$24.8M annual budget.

The City Administrator directs the overall efforts of municipal government. This position is responsible to appoint department heads and acts as appointing authority for city employees. The new City Administrator will coordinate the efforts of all departments under the City governmental structure; and will administer through subordinate department heads such functions as public safety, maintenance of public streets and property, sanitation, financial operations and budgets, library, recreational activities, inspectional services, utilities operations and related functions.

The City Administrator prepares the annual budget for submission to the City Council; submits recommendations to the Council for their discussion and approval concerning the efficient operation of the City government; and keeps the Council informed of general City operations and activities. The candidate selected for this position will also plan and recommend future City programs; maintain community respect through positive public relations and by keeping residents informed of City projects status; and direct the City's media relations activities.

The qualified candidate will possess considerable experience in a responsible administrative/management position in municipal government; a Bachelors degree in Business Administration, Public Administration or related field, supplemented by course work in management; with a Masters degree in Public Administration or related field preferred. The salary range for this position is \$80,500 - \$120,750.

Qualified candidates will also possess working knowledge of laws and administrative policies governing municipal activities and of operations of municipal government; the ability to delegate authority and responsibility to subordinate department heads and to maintain an effective organization; the ability to express oneself clearly in writing and orally, and to appear before groups of taxpayers and the Council to present data and programs that enhance the continued efficient operation of the City. Candidates must also be able to meet the City's residency requirement for this position.

This position is open until filled. Resumes with credentials are welcomed by mail to City of Tavares Human Resources, 201 East Main Street, Tavares, FL 32778, or by facsimile to 352-742-6351. Applications are available on our website, [www.tavares.org](http://www.tavares.org). We are an EOE, ADA and a Drug-Free Workplace.

### **Town of Ocean Ridge – Town Manager**

Population: 2,700; salary commensurate with experience; challenging position in oceanfront community in Palm Beach County; looking for qualified individual with bachelor's degree in public/business administration, MPA preferred. Seeking individual with strong financial background in budget preparation, administration, land use issues, grant administration, as well as personnel management and organization. Minimum five years experience in local government or county management. Five-member commission, elected on three year staggered

terms. Budget \$4+million; 27 employees. Send resume to: Personnel, 6450 North Ocean Blvd., Ocean Ridge, FL 33435. Closing Date – June 30, 2006 3 PM. Florida’s Public Records law means that confidentiality cannot be assured.

**City of Destin -- Public Works Director**, Full-Time, Public Works (\$65,457 annual DOQ)

SUMMARY: A highly responsible administrative, operational and professional position requiring an innovative, enthusiastic, and progressive team player. Accountable for directing all activities regarding facilities management, fleet management, streets, right-of-way maintenance contract and franchise agreement within the Public Works Department. EDUCATION & EXPERIENCE: Requires a bachelor's degree in Business, Public Administration, Engineering or related field, and a minimum of five years experience in governmental public works, at least three in a senior management position; Extensive knowledge of operations and maintenance related to public works operations is required. Experience in developing and maintaining effective working relationships with elected officials, employees, consultants, contractors and the general public is required. Excellent written and oral communication skills are essential for this position. Windows and MS Office required; MS Outlook & MS Publisher desirable.

Must have a current valid Florida driver's license.

Excellent Benefits (FT)

Drug Free Workplace/EEO/V

Preference in appointment will be given to eligible veterans and spouses

City of Destin

Human Resource Department

4200 Two Trees Road

Destin, FL 32541 or

Fax to (850) 269-9890

Application required, available at: [www.cityofdestin.com](http://www.cityofdestin.com)

**Village of Golf – Village Manager**

Small upscale golf course community in Palm Beach County; population 270 - with utility service area of 3200 customers; 19 full-time employees, 5 part-time; Budget of \$2.5 million (GF/UF); Seeking individual qualified in Public Administration. Work involves management of daily operations of Village including Security Dept., Utilities Dept., Public Wks/Parks Dept., Community Post Office; Skills needed in budget preparation, council meeting preparation, land use matters, plan/code review, personnel management and customer service. Five member council with four year terms (not staggered). Salary \$65,000+ DOQ. Send resume to Lori LaVerriere, 21 Country Road, Village of Golf, FL 33436. Open until filled.

**Broward County Office of Management and Budget -- Performance Management Coordinator**

Broward County’s Office of Management and Budget is seeking an experienced Performance Management Coordinator to help take the County’s performance measurement and management programs to the next level, including development of benchmarking and balanced scorecard-type programs. The successful candidate will have significant experience in the development of performance measures and performance management programs, and in leading management or



quality improvement projects involving a variety of study methods and analytical tools. A minimum of five years of professional work experience including performance measurement, managing projects and highly effective communication skills are required. Experience in state or local government, training in facilitation, quality improvement methods, analytical and problem-solving techniques are highly desired. A Bachelor's degree is required and a Master's degree is highly desired. The salary range for this position is \$60,000 to \$98,000. Actual starting salary will be based on experience and education up to the midpoint in the range. To apply, please send resume by June 23 to: Broward County Office of Management and Budget, Marci Gelman, Assistant Director, 115 South Andrews Avenue, Room 404, Fort Lauderdale, Florida 33301 or [mgelman@broward.org](mailto:mgelman@broward.org) or FAX – 954-357-6364.

### **Dates to Remember**

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