



# *Th* MANAGER

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

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## **Networking at its Best**

*By Lynn Tipton, Executive Director*

Later this month, many of you will travel to Marco Island for the FCCMA annual conference. I look forward to seeing you there! You probably have several reasons for attending: learning, meeting vendors and sponsors, earning hours for your credentialing, maybe serving on one of the panels as a speaker, and networking. One of the most important aspects of the conference will be networking, and I wanted to share some thoughts on the subject.

Most of you know that I work with your elected officials, both city and county, through training programs offered by the Florida Association of Counties and Florida League of Cities, and we often talk about networking. I have been concerned about this since an article last year, in a newspaper that shall remain nameless, criticized officials for traveling to network. While I appreciate the need for travel conservation in tough fiscal times, there is no substitute for face-to-face communication with one's colleagues. There are some conversations you can have effectively by telephone, but some of the best brain-storming and problem-solving I've ever seen happens in the hallways between workshops! It is a shame that some folks do not see, or choose not to see, the absolute benefit of shared experience and its by-product of inter-and intra-governmental relationships.

We are in the midst of tough times in Florida – and you and your colleagues know this better than anyone else. Networking provides the time and setting to talk through these challenges, to learn from one another's experiments and experiences, and to share valuable resources.

More than one conference has resulted in feedback like, "one conversation with him and I've more than paid for this conference," or "who knew their city was going through exactly the same situation – and that her proposed solution came about the way that it did?" We strive to provide timely workshops on Florida-specific, management-related subjects, but sometimes it is the sidebar commentary when members share "a-ha!" moments that are the best take-away from a conference.

As your staff, we learn a great deal from watching your interactions and in being part of your conversations. The annual meeting helps us take the Association's "pulse" and make sure we really understand the issues, challenges and opportunities you face.

The conference planning committee for 2009 will be watching, too, to see what topics are recommended while you are in Marco Island. So, while you are packing for the trip, be sure to include that “to do” list of challenges and long-term projects for your city or county – who knows, you might just sit next to, or stand in line with the person whose advice or ideas you really need to hear!

## **Who Will Be The Survivor?**

The teams are set and ready to go. Who will you cheer for at the games: the Past Presidents, the City of Palm Bay, FCCMA affiliates, or the Emerging Professionals? We still need one more team. If you have a team or are interested in participating, contact Lynn Lovallo at [llovallo@flcities.com](mailto:llovallo@flcities.com) or (850) 222-9684.

## **Florida Cities of Excellence Awards Program**

The Florida League of Cities is pleased to announce the fourth annual Florida Cities of Excellence Awards Program. Award brochures have been mailed to League members. It’s also available online at [www.flcities.com](http://www.flcities.com) under “News & Hot Links.” The nomination deadline is August 10. We hope that your city will participate in this unique opportunity to spotlight your city, its leaders *and* its citizens!

Once again there will be a category for “**City Manager of the Year.**” Other categories are: City of Excellence, City Spirit Award, Mayor of the Year, Council Member of the Year, City Attorney of the Year, City Finance Official of the Year, City Clerk of the Year, City Employee of the Year and Citizen of the Year.

Not only are the Florida Cities of Excellence Awards a great way to recognize and honor programs and people who make cities successful, they also are a wonderful way to promote your city!

This year’s awards banquet will be held on Friday, November 9, 2007, at the Hyatt Regency Orlando International Airport Hotel. It again will be held following the Florida League of Cities Legislative Conference.

A list of the 2006 finalists and winners is available at [www.flcities.com/awards.asp](http://www.flcities.com/awards.asp). For more information, call or e-mail Lynn Tipton ([lтиpton@flcities.com](mailto:lтиpton@flcities.com)) or Beth Mulrennan ([bmulrennan@flcities.com](mailto:bmulrennan@flcities.com)) at the League office, 1-(800) 342-8112.

## **Host Region Registration Discount to ICMA Conference**

Any ICMA member from the host Southeast Region (which includes Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Virginia and West Virginia) who is attending his/her first annual conference is eligible to receive \$200 off the conference registration fee. (This is double the discount that has been offered for many years.) Additionally, any nonmember who joins ICMA receives the \$200 registration discount PLUS half-price ICMA membership for a year.)

## **Request for Information**

The City of Winter Park is conducting a feasibility study of implementing a Telecommuting Work Program. Does your city or county have a telecommuting policy, and/or research that you compiled for your policy? Please send any information and material to: Carrie Woodell, e-mail [cwoodell@cityofwinterpark.org](mailto:cwoodell@cityofwinterpark.org) Purchasing Manager City of Winter Park; Phone: 407-599-3434 or Fax: 407-599-3526.

## Ask A Coach

For the next several months we will feature a letter addressed to our coaches in the coaching program and a few of their responses.

### *Breaking the Ice*

I often hear that networking is very important, especially for young professionals. I, however, don't know how to break the ice when I meet someone for the first time. I respect experienced managers, and would like to learn from their experience. However, I find myself intimidated by their reputation and experience. I don't know how to keep them interested in a conversation. Please advise. ***“Breaking the Ice”***

### *Dear “Breaking the Ice”*

Oftentimes, I try to see people as equals in general; that they are just as interested in meeting and learning about me as I am interested in meeting and learning about them. If you keep this simple approach in mind, generally the icebreaker and conversation will take care of themselves. The idea is not to impress but merely to converse and allow common interests opportunity to arise. ***Anna Lightfoot-Ward***

I too had this experience myself. My best advice is to be yourself and to not show off. Ask them about how they got started in the profession. You will find that their experience is probably very similar to yours. Our profession is very kind to young professionals. You will find that most managers enjoy the opportunity to mentor and help those who are interested in public administration. ***Michael Pleus***

Great question! If you know in advance that you'll be meeting some experienced managers, see if you can find out a little about them or the issues in their community before you meet them. Break the ice by asking about something familiar to them – such as “I read that you had some issues with your fire union, can you tell me more about that?” Or, you can have a few generic questions ready - such as “I'm new to the profession and would like to learn more about how to handle Council relations – can you give me some advice?” Most managers are more than happy to share their experiences – just get the conversation started and you'll learn a lot from them! ***Sue Hann***

## MIT News and Update

Listed here are the current members-in-transition. **Mitchell Bobowski**, [mbobowski@yahoo.com](mailto:mbobowski@yahoo.com); **Pamela Brangaccio**, former administrator of Broward County, [pbrangaccio@tampabay.rr.com](mailto:pbrangaccio@tampabay.rr.com); **Matt Brock**, former manager of Grant-Valcaria, [mattbrock42@hotmail.com](mailto:mattbrock42@hotmail.com); **Jim Coleman**, former manager of Williston, [jfcoleman@embarqmail.com](mailto:jfcoleman@embarqmail.com); **Steve Cottrell**, former manager of Indian Rocks Beach, [scottrell@knology.net](mailto:scottrell@knology.net); **Richard Diamond**, former manager of Bunnell, [richarddiamond@cfl.rr.com](mailto:richarddiamond@cfl.rr.com); **Jim Gallagher**, former manager of Dundee, [jgallagher27@tampabay.rr.com](mailto:jgallagher27@tampabay.rr.com); **Stella Heath**, former assistant manager of Frostproof, 863.639.2178; **Patricia Jackson**, former manager of Eagle Lake; **Lillie Latimore**, former manager of Pahokee, [llatimore@aol.com](mailto:llatimore@aol.com); **Bruce Loucks**, former manager of Charlotte County, [bdloucks@comcast.net](mailto:bdloucks@comcast.net); **Tom Moffses, Sr.**, former manager of Madison, [moffsesr@gmail.com](mailto:moffsesr@gmail.com); **Katrina Powell**, former manager of Fort Meade, [ktpowell68@aol.com](mailto:ktpowell68@aol.com); and **Susan Ashley Stanton**, former manager of Largo, [a19b59@yahoo.com](mailto:a19b59@yahoo.com); **William Whitson**, former manager of Cairo, GA, [wwwwhitson@aol.com](mailto:wwwwhitson@aol.com); and Tom Willi, former manager of Monroe County, [3](mailto:thomas-</a></p></div><div data-bbox=)

[willi@hotmail.com](mailto: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. **Sarah Adelt**, City Manager, Avon Park, associate member; and **Alexander Diaz**, Town Manager, Golden Beach, associate member.

## Positions

**Director of Planning and Development Services - City of Dunedin, FL** - Salary Range: \$72,161 - \$104,634 (Negotiable). (Pop. 37,500) Plans, directs and supervises the various functions of the Community Services Department, including code enforcement, building permitting, occupational licensing, zoning, long-range planning, commercial landscaping and downtown redevelopment, ensuring compliance with all applicable policies, procedures, laws and regulations. Updates and maintains all planning, zoning and building codes. Represents the City at public hearings locally and regionally. Advises the City Manager on a variety of related topics. Develops and administers the department's annual budget. Performs related work as directed. Reports to the City Manager. Requires a Master's degree in urban planning or related field supplemented by a minimum of seven years of progressively responsible experience in planning, codes enforcement and zoning administration, five of which have been in a supervisory capacity. An equivalent combination of education, training and experience that provides the required knowledge, skills and abilities may be considered. Must possess a valid Florida driver's license within 30 days of employment. Accepting applications/resumes until position is filled. City of Dunedin 750 Milwaukee Ave., Dunedin, FL 34698. Phone (727)298-3040. Fax (727) 298-3052. For employment application go to [http://www.dunedingov.com/docs/Employment\\_Application.pdf](http://www.dunedingov.com/docs/Employment_Application.pdf)  
EOE m/f/d/v Drug/Smoke Free Workplace.

**City Manager – Madeira Beach** - The City of Madeira Beach is accepting resumes for the position of City Manager. This professional position is responsible for the administration of City policies, procedures, and ordinances. Madeira Beach is a barrier island community with approximately 4,500 permanent residents and stable employee base of 57 fulltime. This is a full-service community with public works, storm water, sanitation, recreation, fire, code compliance, and administrative services. Previous experience in redevelopment, waterfront and tourism is preferred. Minimum educational requirement is Bachelor's degree from an accredited college/university in Public Administration, Business, or related field. Master's degree is preferred. Excellent management skills and communication are essential. Florida experience is required. A minimum of seven years progressive experience in government, with two year minimum as Manager or Assistant Manager is preferred. ICMA certification is desirable. Salary range DOQ with benefits and ICMA Retirement. Send resume with salary history to Human Resource Manager, City of Madeira Beach, 300 Municipal Drive, Madeira Beach, FL 33708. Fax (727) 395-9361 or email to [dcline@ci.madeira-beach.fl.us](mailto:dcline@ci.madeira-beach.fl.us). Our employment application is available for print out at [www.ci.madeira-beach.fl.us](http://www.ci.madeira-beach.fl.us). All applications will become public documents under Florida Law. Position open until filled.  
EOE/DFWP/V/M/F

**Finance Director – Miami Shores Village** - The Village is seeking a qualified individual to direct all financial aspects and functions of the Finance Department, including Budgeting, Accounts Payable, Accounts Receivable, Cash Management, Payroll and Personnel Administration, Risk Management, and Pension Benefits. This position reports directly to the Village Manager and interacts with local elected officials, fellow department heads and staff, as well as residents. Requirements include: graduation from an accredited college or university with a degree in business administration, accounting or finance; at least five years of finance work experience and at least three years of governmental finance work experience. Good communication and interpersonal skills required. CPA and/or CGFO preferred. Excellent salary and benefit package offered. Submit resume with current salary information to: Village Clerk, 10050 N.E. 2<sup>nd</sup> Avenue, Miami Shores, FL 33138 or e-mail to: estepb@miamishoresvillage.com. EOE

**Finance Director – City of Sanibel** - Sanibel, Florida, an environmentally sensitive sanctuary barrier island community, has a unique opportunity for a highly experienced financial manager, with a proven ability to supervise, manage and motivate staff, to safeguard and accurately account for City assets, bill and collect funds due the City, process payment of payroll and other expenses owed by the City, collect business receipt taxes, prepare the annual City Budget for the governmental and enterprise funds, prepare a Comprehensive Annual Financial Report, handle special financial projects such as bond issuance, ensure compliance with municipal finance and taxation regulations defined by Florida Statute, investment management, forecasting, provide timely budgetary and financial data to management, City Council and Sanibel citizens, ensure financial accountability and quality control. The successful candidate will have experience and a proven working knowledge in GASB compliance and application, understanding of indirect cost methodology, knowledge of federal and state grant requirements. Experience in a Florida municipality, experience with HTE financial software or comparable system, experience or knowledge of FEMA reimbursement and audit procedures, an appreciation for technology enhancements and CGFO strongly preferred. Requirements include a Bachelor's Degree from an accredited college or university with a major in Finance, Accounting or Public or Business Administration, supplemented by five (5) years of progressively responsible administrative work in governmental finance, of which two (2) must have been in a management or supervisory capacity; or an equivalent combination of training and experience. Candidates will be screened for interview purposes based on financial experience and training as it relates to the posted job description, success in cross department coordination and the ability to communicate in writing and make oral presentations to the public and policy makers for decision making purposes. A complete job description is available on the City website. Salary range: \$87,628 to \$131,348. Excellent benefits include: health, dental, life and AD&D insurance; retirement plan; vacation, medical, administrative and personal leave; 9 paid holidays; reimbursement for co-pay for an annual physical and cancer screening; causeway transponder; beach parking sticker; and Recreation Center family membership. Position open until filled. Mail or fax cover letter and an application or resume with salary history to City of Sanibel, Administrative Services Director, Attn: FD, 800 Dunlop Road, Sanibel, FL 33957, Fax (239) 472-3065. An Application for Employment may be obtained from the City website, [www.mysanibel.com](http://www.mysanibel.com). EOE (Updated April 2, 2008)

**Redevelopment Director – City of Temple Terrace** - Salary \$65,000 - \$95,000 (Negotiable). (pop. 24,500) The City of Temple Terrace, located in the Tampa Bay area,

seeks experienced, proven redevelopment professional. Bachelors or Masters Degree in urban planning, public administration, architecture, engineering, or related field. Five years management experience in redevelopment, "Main Street", downtown business improvement district, or similar program. Community and economic development/urban redevelopment experience. Prefer government or private sector marketing/real estate experience. Or, equivalent combination of training, education, & experience. Valid FL driver's license. Position open until filled. EXCELLENT BENEFITS. Cover letter & resume: City of Temple Terrace, Human Resources, 11250 North 56<sup>th</sup> Street, Temple Terrace, Florida 33617. EOE/DFWP

**Director of Public Utilities – West Palm Beach, Florida** - The Department of Public Utilities includes a staff of 239 employees, annual operating budget of \$60,150,000 and an average annual capital budget of \$6,500,000. A new initiative is underway for over \$110,000,000 in improvements to the Utility billing system with primary focus on water treatment improvements and long range planning for drought management. Reporting to the Assistant City Administrator, the Director of Public Utilities plans, manages, and directs the operations and services of the Department of Public Utilities including all city utilities, water and wastewater treatment systems, water distribution, sanitary collection, 20 square mile water catchment area, approximately 33,000 meters, customer service and utility billing, and other related operations of the City. Bachelor's degree with a major in Civil Engineering, Environmental Engineering or closely related field and 7 years experience in a water, wastewater or public works setting to include 5 years in a management capacity with responsibility for a large division within a public utility. A State of Florida P.E. strongly preferred. The salary range is \$98,600 - \$148,100. Benefits include: Management Benefits Category I: \$5,040 annual incentive allowance, 4 management leave days and \$100,000 additional life insurance policy. Executive Health Insurance, Deferred Compensation Plan 401(a) and 457 Plan, Life Insurance (equal to one times annual salary), Paid holidays (11), Vacation/Annual Leave, Sick leave (12 days annually), Flexible spending accounts, and more. **HOW TO APPLY:** Cover letter, resume, and salary history immediately to: **Tom D. Freijo, Ph.D., Senior Vice President The Mercer Group, Inc. [Freijo@Mercerfl.com](mailto:Freijo@Mercerfl.com) P.O. Box 9328 Winter Haven, Florida 33883 TEL: (863) 299-3571 FAX: (863) 299-6737.** EOE. Applications in Florida become a matter of public record upon receipt. Go to [www.mercergroupinc.com](http://www.mercergroupinc.com) for a complete Position Profile.

**Water Plant Manager – West Palm Beach** - The City of West Palm Beach (pop. 102,000) with its sunny palm-lined streets, scenic waterfront views, quaint shopping districts, historic neighborhoods, and year-round outdoor festivals — is a slice of paradise whose hallmarks are elegance and luxurious comfort. Reporting to the Assistant Director of Public Utilities, the Water Plant Manager plans, supervises, coordinates, and controls the City's 47 MGD water treatment plant and water distribution systems operations. The incumbent in this position is responsible for the maintenance, construction and repair efforts dedicated to infrastructure and water treatment and operations; for developing and maintaining regulatory compliance programs for the Water Treatment Plant to ensure compliance with all local, state and federal laws, rules and regulations; and to properly respond to citizen's questions and inquiries on all water quality issues. Bachelor's degree, preferably with a major in Chemistry, Biology, Business or Public Administration, or closely related field and seven (7) years experience in public utilities, public works, or private construction, including two (2) years in a supervisory/managerial capacity, or any equivalent combination of training and experience. A State of Florida Class A water plant

operator license issued by the Department of Environmental Protection is required. Candidates with equivalent out of state licenses will be required to obtain the State of Florida license within one year from date of employment. The salary range for this position is \$68,500 - \$102,900. Very good benefits package. **HOW TO APPLY** Cover letter, resume, and salary history immediately to: **Tom D. Freijo, Ph.D., Senior Vice President The Mercer Group, Inc. [Freijo@Mercerfl.com](mailto:Freijo@Mercerfl.com) P.O. Box 9328 Winter Haven, Florida 33883 TEL: (863) 299-3571 FAX: (863) 299-6737.** EOE. Applications in Florida become a matter of public record upon receipt. Go to [www.mercergroupinc.com](http://www.mercergroupinc.com) for a complete Position Profile.

***Dates to Remember:***

May 28-31, 2008 – FCCMA Annual Conference, Marco Island

June 4-6 - 2008 - Transforming Local Government (TLG) Conference, Greenville, SC

June 25-27, 2008 – Florida Association of Counties Annual Conference, Miami

August 14-16, 2008 – Florida League of Cities Annual Conference, Tampa