



# The MANAGER

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

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## **Conferences, Studies and More**

*By Lynn Tipton, Executive Director*

I'm looking forward to seeing many of you at the FCCMA conference soon. We anticipated that your local government's budgetary realities might lower this year's registrations at FCCMA; the reality is a 20% decrease as this newsletter is sent. I know many of you have limited your own travel to provide greater opportunities for your staff...but we will miss seeing you in St. Augustine!

The Legislative Committee on Intergovernmental Relations completed their study of consolidation – if you haven't seen it yet, you can find it online at [www.floridalcir.gov](http://www.floridalcir.gov). This topic keeps surfacing in phone calls, columns and at meetings I'm attending, but I find that most people cannot distinguish between the functional consolidation we've seen for years between and among local governments and actual political consolidation – so the discussions have been very interesting! Rip Colvin, LCIR, will be speaking at the annual conference on Friday at 4:00 p.m.

I attended a meeting of the Board of Directors of the Collins Institute last week. If you hadn't already heard, the Collins Institute has undertaken a three-year study of the relationship between the state and local governments. The early research has focused on the years 1973 to 2007 (last fiscal year of full data available) and is quite daunting. In the midst of the data are some very important questions: what is the fiscal capacity of Florida's local governments and how has it changed in 30-plus years? How has the mood shifted in the relationship between the state and local governments and why? What is the impact of those shifts – did each shift lead to substantial changes for local governments? You can keep track of their research and progress at the Collins Institute web site: [www.collinsinstitute.edu](http://www.collinsinstitute.edu). We'll also hear about the Collin's Institute of Public Policy 's projects from Steve Seibert, Senior Vice President and Director of Policy.

I've used this column as a forum in the past year to talk about the lack of civic understanding in Florida (and it is also true nationally) and for reform of Florida's tax structure. After the Collins Institute board meeting, I feel a greater sense of urgency for reform in both areas! I've listened to a number of statewide leaders who seem genuine in their concern, but unaware of the realities of Florida's cities, counties and school districts. So much information — and so little time to read and digest! I pledge to share what I'm learning from these studies...and I'm also looking for the best opportunities for FCCMA to partner with, and participate in, the research and work being done for Florida.

## **Change in Proposed Slate of Officers for PY2009/2010 Board**

George Brown, Deputy City Manager of Boca Raton has resigned his position as At-Large Director. Please replace his name with Joyce Shanahan, City Manager of Ormond Beach. You will vote on the slate of officers for PY2009/2010 at the Annual Business Meeting on May, 29, 2009.

## **FCCMA By-Laws and Strategic Plan 2009-2012**

The revised FCCMA By-Laws and the 2009-2012 Strategic Plan were mailed to the membership in March. Please look them over and be prepared to vote on them at the Annual Business Meeting on May 29, 2009. If you did not receive your copies, please contact Carol Russell at (850) 222-9684 or [crussel@flcities.com](mailto:crussel@flcities.com).

## **Civics Education: Small Effort, Big Reward**

*By Florida League of Cities President Carmine Priore, Vice Mayor, Wellington*

The Florida League of Cities is reaching out to other organizations to help promote the "Building Citizenship in the Community: Back to Basics" campaign. We officially kicked off this initiative to promote civic education throughout the State of Florida with a Cabinet proclamation passed on September 30, 2008.

I personally invite all cities who have not done so, to adopt the resolution in support of the initiative, available at [www.flcities.com](http://www.flcities.com). This invitation extends to not only passing a resolution, but to participating fully in efforts to increase civic awareness, as well as civility and ethics in government.

There's no better time than now for city officials and city staff to help take civics education to the next level. Why? Civic education builds stronger cities and a brighter future for Florida. And because there is a great need for civics education as recent polls, surveys and voter turnout have confirmed.

There are many no-cost and low-cost civic education programs and partnerships — and many are very easy to implement. For a comprehensive list of ideas, resources and information, visit <http://www.floridaleagueofcities.com/News.aspx?CNID=190>

What do we have to lose? More than you think. The passage of several constitutional amendments and various legislative initiatives that were damaging to city governance show the need to educate Floridians about the services provided by their municipal governments and how those services are funded. With a better understanding of city issues, would those proposals even have an audience?

Every city can do something — don't miss the opportunity to make a difference. The League has many resources that will help you as a city official or employee to keep your

city engaged in this effort. These materials cover civics, civility and ethics outreach efforts for people of all ages.

If you have questions, the Florida League of Cities is here to help. For more information, visit [www.flcities.com](http://www.flcities.com) or contact Casey Cook at (850) 701-3609 or [ccook@flcities.com](mailto:ccook@flcities.com).

## **FCCMA 2009 Annual Conference**

### **You can still register for the conference on site!**

- Don't miss the So You Want To Be a City/County Manager session on Wednesday, May 27. There is no charge for this session and will it feature Katy Simon, County Manager, Washoe County, Nevada. Kevin Cojanu, Ph.D. will review enneagram results for attendees. An interactive panel discussion with managers who will discuss their non-traditional course to the manager's office and Colin Baenziger, professional recruiter, will talk about getting the job that can lead to the manager's office.
- Please sign up now for the ICMA University Workshop—Providing customer service has changed over recent years. Come hear Steve Wishnack, ICMA University presenter, speak. Steve consistently gets great reviews from ICMA members who attend his workshops. Separate fee required. This counts toward your credentialing hours so don't miss it.
- Here is your chance to have your resume reviewed by Colin Baenziger or Connie Hoffman (The Mercer Group). They have been invited to meet with individuals, review resumes and offer constructive criticism. Most of the appointments on Thursday have been filled but Friday, May 29 still has appointments from 11:00 a.m. – 5:00 p.m. Call Carol Russell at (850) 222-9684 or email her at [crussel@flcities.com](mailto:crussel@flcities.com) today to set up your appointment. You don't want to miss this great opportunity.
- Consultants from ICMA-RC will be providing individual financial planning sessions on Thursday, May 28 and Friday, May 29 from 8:00 a.m. – 5:00 p.m. The sessions will be one hour long. There have been very few people who have signed up so please reserve your spot today. You can call Carol Russell at (850) 222-9684 or email her at [crussel@flcities.com](mailto:crussel@flcities.com) for availability.

## **2009 Phone Panel Discussion Series**

The topic for the June phone panel is **Securing Grant Funding**. The date is Wednesday, June 24, 2009 from 2:00 pm – 3:00 pm EST.

The presenters are: **Sue Hann**, Deputy City Manager, City of Palm Bay and **Joyce Shanahan**, City Manager, City of Ormond Beach.

You can access the phone panel by Webinar: <http://florida.acrobat.com/coaching> or dial-in at 1-877-685-5350, Passcode: 588731.

## MIT News and Update

Listed here are the current members-in-transition. **Duncan Ballantyne**, former administrator of Martin County, [dmcballant@aol.com](mailto:dmcballant@aol.com); **Susan Boyer**, former manager of Crystal River, [sboyerhwood@aol.com](mailto:sboyerhwood@aol.com); **Pamela Brangaccio**, former administrator of Broward County, [pbrangaccio@tampabay.rr.com](mailto:pbrangaccio@tampabay.rr.com); **Matt Brock**, former manager of Grant-Valkaria, [mattbrock42@hotmail.com](mailto:mattbrock42@hotmail.com); **Jim Coleman**, former manager of Williston, [jfc Coleman@embarqmail.com](mailto:jfc Coleman@embarqmail.com); **Richard Diamond**, former manager of Bunnell, [richarddiamond@gmail.com](mailto:richarddiamond@gmail.com); **Doug Drymon**, former manager of Archer, [jddrymon@cox.net](mailto:jddrymon@cox.net); **Lillie Latimore**, former manager of Pahokee, [llatimore@aol.com](mailto:llatimore@aol.com); **Jeff Naftal**, former manager of Juno Beach, [nifty888@bellsouth.net](mailto:nifty888@bellsouth.net); **D. Wayne O'Neal**, former administrator of Hendry County, [wayne.oneal@yahoo.com](mailto:wayne.oneal@yahoo.com); **Katrina Powell**, former manager of Fort Meade, [ktpowell68@aol.com](mailto:ktpowell68@aol.com); **Richard Reade**, former manager of Port Richey; **Charles Saddler**, former manager of Dundee, [csaddler@tampabay.rr.com](mailto:csaddler@tampabay.rr.com); **Edward Smyth**, former deputy manager of Leesburg, [efsmyth@comcast.net](mailto:efsmyth@comcast.net); **Frank Thomas**, former manager of Mulberry, [ftthomas1947@msn.com](mailto:ftthomas1947@msn.com); **William Underwood**, former manager of Belle Glade, [wunderwood2@att.net](mailto:wunderwood2@att.net); and **Tom Willi**, former manager of Monroe County, [thomas-willi@hotmail.com](mailto: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. **Mark Brown**, student member, University of Central Florida; **Willard (Larry) Cail**, associate member, City Manager, Jasper; **Woody Douge**, student member, Webster University; **Ryan Leavengood**, associate member, Assistant to the City Manager, Auburndale; **Susan Carole Jones**, associate member, Executive Assistant, Fort Walton Beach; **Mark LeCouris**, associate member, City Manager, Tarpon Springs; **Marco Sandusky**, student member, University of Central Florida; and **Kenneth Schenck**, full member, Town Manager, Ocean Ridge.

## Positions

**City Manager – City of Clewiston** – (population 6,900). Salary range: \$85,000 to \$100,000, plus benefits (DOQ). The City of Clewiston operates under a Commission/Manager government form. The City Manager is the chief administrative official for the City, providing direction and coordination of operational activities in accordance with the policies determined by a five-member city commission elected at large. The City provides water, sewer, electric, sanitation, police, fire, recreation, library and CRA services with a current operational budget of \$30 million and \$8 million general fund budget; 115 full-time employees. Applicants must possess skills and abilities including, but not limited to, public works, budget preparation and management, intergovernmental relation experience; economic development, knowledge of electric utility and be proficient in the use of computers. Applicants must be able to keep the city commission fully advised as to its financial condition and forecast future needs of the City. The City Manager must live in the City within three months of hire. Minimum qualifications: Bachelor's degree from an accredited college or university in public administration, government, accounting, business administration or related field and five years experience as a city manager or related field with high level of management and supervisory experience. Florida experience is preferred. Please submit resume, cover

letter and references to City Clerk Marilyn McCorvey, City of Clewiston, 115 West Ventura Ave., Clewiston, FL 33440. Position is open until filled. Under Florida Public Records Law, resumes are subject to disclosure. The City of Clewiston is an Equal Opportunity Employer, Drug Free Workplace. Please visit our web site at [www.clewiston-fl.gov](http://www.clewiston-fl.gov) for more information about Clewiston.

**City Manager — City of DeBary** — Population 18,869. Salary \$85,000-\$95,000, plus benefits DOQ. The City has 18 full-time employees, with a majority of City services contracted to private firms and Volusia County. The current FY budget is \$32.6 million. The City operates under a Council/Manager form of government. The manager is responsible for the daily operations of the City, providing direction and coordination of operational activities in accordance with the policies determined by a five-member Council elected at large. The Council members serve three-year staggered terms. DeBary is seeking a candidate with strong administrative leadership, good communication skills, financial and budget management skills, intergovernmental relations experience, and a strong background in neighborhood and economic development. Minimum qualifications: Bachelors degree from an accredited college or university in Business or Public Administration or a related field and seven years of progressively responsible professional and managerial experience in local government or in a closely related area, with management and budgetary experience. Masters degree in Public or Business Administration preferred. Possession of a valid Florida driver's license within 10 days of hire. Please submit resume, cover letter, and references to Stacy Tebo, City Clerk, 16 Colomba Road, DeBary, FL 32713 or to [stebo@debary.org](mailto:stebo@debary.org). The closing date is May 21, 2009. In accordance with Florida Public Records Law, resumes are considered public records and are subject to disclosure. The City of DeBary is an Equal Opportunity Employer, Drug Free Workplace. Please visit our website at [www.debary.org](http://www.debary.org) for more information about DeBary.

**City Manager — Port Richey, FL (3200)** — Salary: DOQ & benefits, 4 managers since ICMA (CM) recognized in 1995. \$10.6M budget; 46 employees providing police, fire, building, public works & water/sewer utilities services. Located in west central Fla. Ideal candidate has bachelor's degree in public administration & 5 years public employment at city manager level/1 step below; strong interpersonal public presentation & writing skills, extensive knowledge of public administration, principles & practices in governmental budgeting & finance, grants, planning, economic development, fire, police & public works, including water & sewer utilities; computer skills, including word processing, spreadsheet, & e-mail. Desire experience in a waterfront community and dredging. Serves as chief administrative officer for all city departments, oversees annual combined budgets; also currently responsible for utility director, finance director & public works director duties. Cover letter, resume, salary requirements & availability to City Clerk, Shirley Dresch, City of Port Richey, 6333 Ridge Rd., Port Richey, FL 34668; or e-mail, [cityclerk@copr.net](mailto:cityclerk@copr.net). Responses must be received by Thursday, May 28, 2009, 6:00 p.m. EST. Applications subject to Florida open public records law & subject to public disclosure. Drug-free workplace/EOE.

**Town Manager - Seaside, Florida - [www.seasidefl.com](http://www.seasidefl.com).** Seaside is recognized world wide as the birthplace of New Urbanism - creating pedestrian friendly communities through design, education and the arts. The 80-acre beach town of 300 cottages and a vibrant urban center located in the Florida Panhandle is primarily a resort community. A grid of streets and a system of footpaths link people to the urban center, the beach and

each other. The town of Seaside, FL, is seeking a **Town Manager** who directs operations in accordance with policies determined by the Town Council and takes action to ensure that the Town functions effectively and efficiently, proactively initiates studies and makes recommendations to the Town Council regarding the ongoing and future needs of the Town. The Town Council consists of nine street association presidents. A candidate should have at least 5 years of progressively responsible management experience preferably in public administration or corporate management. Understanding of public infrastructure, finance and management is required. A detailed job description is available upon request. Please contact Peter Zimmerman, President, Seaside Town Council at 615-944-7784 or [zimmo@kanolabs.com](mailto:zimmo@kanolabs.com) for additional information.

**Planning Director – South Miami** - \$84,396-\$107,713 with benefits. The City of South Miami Florida Planning Department has an opening for a Planning Director which will be responsible for planning, organizing, coordinating managing and implementing the planning and zoning activities of the City. Responsibilities include supervision of Planning department staff, coordination and integration of Departmental and consultant work products, providing for City compliance with Florida Statutes concerning required planning functions, and provision of staff services to the Planning Board, Environmental Review & Historic Preservation Board (ERP), and other boards and committees, as assigned by the City Manager. General and specific assignments are received and work is performed with latitude for use of independent judgment in selecting work methods and procedures; work is subject to review for compliance with city objectives, Florida Statutes, and Florida Administrative Code. General and specific work assignments and supervision are received from the City Manager or his/her designee. **Educational Requirements:** Bachelors Degree in Urban and Regional Planning, Architecture, Public Administration or closely related field required. Master's Degree in Planning preferred and A.I.C.P. preferred. Minimum ten (10) years of progressive municipal government in professional planning, growth management, land development codes and building codes. Minimum five (5) years of which shall be in a supervisory/management capacity, to include fiscal management experience, preferably for a municipal or institutional organization. Thorough knowledge of comprehensive land use planning methods, land development code, economic development, community development block grant program, census analysis, zoning, geographic information systems (GIS), historic preservation, transportation and traffic analysis, open space planning and environmental review. Must have a strong technical, administrative and business background. Ability to solve problems and deal with multiple tasks. Must be able to analyze and interpret general business periodicals, professional journals, technical procedures or governmental regulations. Ability to write reports, business correspondence. Ability and experience in drafting resolutions and ordinances. **DEADLINE DATE: OPEN UNTIL FILLED E/O/E.** IF YOU ARE INTERESTED IN APPLYING FOR THIS POSITION, PLEASE SUBMIT YOUR RESUME AND SALARY HISTORY TO: THE CITY OF SOUTH MIAMI, 6130 SUNSET DRIVE, SOUTH MIAMI, FLORIDA 33143; Ph: (305) 668-2515; Fax: (305) 668-3877; Attn: Jeanette Enrizo – HR Manager, [www.cityofsouthmiami.net](http://www.cityofsouthmiami.net) or [personnel@cityofsouthmiami.net](mailto:personnel@cityofsouthmiami.net).

**Public Works/Engineering Director – South Miami** - \$84,396-\$107,713. The City of South Miami's Public Works Department is seeking a Public Works Director which will be responsible to plan, direct and oversee all activities of the Public Works Department including and not limited to personnel, general departmental operations, records management and contract administration. **Responsibilities include:** To manage and

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

***Dates to Remember:***

May 27-30, 2009—FCCMA Annual Conference, St. Augustine  
June 24-26, 2009—FAC Annual Conference, Marco Island  
August 13-15, 2009—FLC Annual Conference