STATE OF THE ASSOCIATION

2016

FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION
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City Manager
Haines City

Kenneth Fields
City Manager
City of Lake Wales

June 3, 2016

Dear FCCMA Members:

It has been an honor to serve as your president this program year; and on behalf of the entire Board of Directors, I am proud to present this year's State of the Association report.

The Association is in excellent financial health with a Fiscal Year Ending September 30, 2015 fund balance of $645,562. The audited financial reports are included in this State of the Association report. Much of that money is conservatively invested in accordance with FCCMA's Investment Policy. FCCMA has remained fiscally sound, and future Boards of Directors can move forward optimistically for the benefit of the membership.

This year I added two new standing committees, one on diversity and inclusion and the other on county outreach. The first committee was an issue that I brought forward from Jill Silverboard's presidency. I wanted our Association to make this one of its top priorities.

The second committee focused on county outreach and membership. I felt that we needed to find a way to be to engage our county managers and assistants. Casey Cook and I attended the Florida Association of County Managers meeting last June and listened to their concerns. I asked the new county outreach committee to address these concerns and through Lee Niblock's leadership they have done an excellent job.

We also reinstituted the internship program this year. Cities and counties in three areas of the state hired interns: Volusia County and three cities, Pasco County and three cities in Polk County, Sarasota County and two cities. FCCMA paid for the interns to attend the annual conference.

As the Program year 2015-2016 comes to a close, I thank you for this opportunity and wish the Association continued success.

Sincerely,

Michael Pleus

Michael Pleus, President
City Manager, DeLand

FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION, INC.

FINANCIAL STATEMENTS

SEPTEMBER 30, 2015 AND 2014

Florida City and County Management Association, Inc.
Financial Statements
September 30, 2015 and 2014

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February 29, 2016

Independent Auditor's Report

To the Board of Directors of the
Florida City and County Management Association, Inc.:

We have audited the accompanying financial statements of the Florida City and County Management Association, Inc. (a nonprofit organization), which comprise the statements of financial position as of September 30, 2015 and 2014, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Florida City and County Management Association, Inc. as of September 30, 2015 and 2014, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Shorstein & Shorstein, P.A.

MEMBERS: AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS • FLORIDA INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

Florida City and County Management Association, Inc.
*STATEMENTS OF FINANCIAL POSITION
September 30, 2015 and 2014

ASSETS

	2015	2014
Current Assets		
Cash	$ 379,047	$ 332,809
Investments	232,137	228,298
Accounts Receivable	2,232	1,846
Prepaid Expenses and Deposits	14,299	21,019
Investments Restricted to the B. Harold Farmer Scholarship	17,847	17,421
Total Current Assets	645,562	601,393
Other Assets		
Deposits	-	2,000
Total Other Assets	-	2,000
Total Assets	$ 645,562	$ 603,393

LIABILITIES AND NET ASSETS

Current Liabilities		
Accounts Payable	$ 50,443	$ 31,829
Deferred Income	26,380	25,710
Total Liabilities	76,823	57,539
Net Assets		
Unrestricted	550,892	528,433
Temporarily Restricted to the B. Harold Farmer Scholarship	17,847	17,421
Total Net Assets	568,739	545,854
Total Liabilities and Net Assets	$ 645,562	$ 603,393

* The accompanying notes are an integral part of these financial statements.

Florida City and County Management Association, Inc.
*STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2015

	Unrestricted	Temporarily Restricted	Total
Revenues and Gains			
Dues Income	$ 146,071	$ -	$ 146,071
Conference and Seminar Income	361,107	-	361,107
Miscellaneous Income	16,054	-	16,054
Investment Income	3,670	394	4,064
Total Revenues	526,902	394	527,296
Net Unrealized Gain on Investments	422	32	454
Total Revenues and Gains	527,324	426	527,750
Expenses			
Conference and Seminar Expenses	275,122	-	275,122
Other Programs	138,799	-	138,799
Fundraising Expenses	45,290	-	45,290
General and Administrative	45,654	-	45,654
Total Expenses	504,865	-	504,865
Increase in Net Assets	22,459	426	22,885
Net Assets, Beginning of Year	528,433	17,421	545,854
Net Assets, End of Year	$ 550,892	$ 17,847	$ 568,739

* The accompanying notes are an integral part of these financial statements.

Florida City and County Management Association, Inc.
*STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2014

	Unrestricted	Temporarily Restricted	Total
Revenues and Gains			
Dues Income	$ 143,049	$ -	$ 143,049
Conference and Seminar Income	348,405	-	348,405
Investment Income	3,711	365	4,076
Total Revenues	495,165	365	495,530
Net Unrealized Gain on Investments	-	148	148
Total Revenues and Gains	495,165	513	495,678
Expenses and Losses			
Conference and Seminar Expenses	229,105	-	229,105
Other Programs	111,845	-	111,845
Fundraising Expenses	44,274	-	44,274
General and Administrative	42,648	-	42,648
Total Expenses	427,872	-	427,872
Net Unrealized Loss on Investments	505	-	505
Total Expenses and Losses	428,377	-	428,377
Increase in Net Assets	66,788	513	67,301
Net Assets, Beginning of Year	461,645	16,908	478,553
Net Assets, End of Year	$ 528,433	$ 17,421	$ 545,854

* The accompanying notes are an integral part of these financial statements.

Florida City and County Management Association, Inc.
*STATEMENTS OF CASH FLOWS
For the Years Ended September 30, 2015 and 2014

	2015	2014
Cash Flows from Operating Activities		
Increase in Net Assets	$ 22,885	$ 67,301
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided by Operating Activities:		
Amortization	-	1,666
Net Unrealized Investment (Gain) Loss	(454)	357
Increase in Accounts Receivable	(386)	(1,035)
Decrease (Increase) in Prepaid Expenses and Deposits	8,720	(9,144)
Increase in Accounts Payable	18,614	10,296
Increase in Deferred Income	670	8,697
Net Cash Provided by Operating Activities	50,049	78,138
Cash Flows from Investing Activities		
Purchases of Investments	(3,811)	(3,665)
Net Cash Used by Investing Activities	(3,811)	(3,665)
Net Increase in Cash	46,238	74,473
Cash, Beginning of Year	332,809	258,336
Cash, End of Year	$ 379,047	$ 332,809

* The accompanying notes are an integral part of these financial statements.

Note 1 - Organization and Significant Accounting Policies

A. The Florida City and County Management Association, Inc. (FCCMA) is an organization of local government managers that provides education, recognition, interaction, and communication among its members and with other state and national organizations.

B. The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

C. Revenues and expenses are recorded on the accrual basis.

D. The costs of providing various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

E. Contributions received are recorded as increases in unrestricted, temporarily restricted, or permanently restricted net assets, depending on the existence and/or nature of any donor restrictions. When restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

F. Donated marketable securities and other noncash donations are recorded as contributions at their estimated fair values at the date of donation.

G. FCCMA is exempt from federal income taxes under Section 501(c)(6) of the Internal Revenue Code except on net income derived from unrelated business activities. The Forms 990, Return of Organization Exempt From Income Tax, of FCCMA for years ending September 30, 2013, September 30, 2014, and September 30, 2015 are subject to examination by the IRS generally for three years after they were filed.

H. For purposes of the statement of cash flows, the Association considers all highly liquid debt instruments purchased with an original maturity of three months or less to be cash equivalents. There were no cash equivalents at September 30, 2015 or 2014.

I. The Association maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits. At September 30, 2015 and 2014, the amount in excess of federally insured limits was $128,927 and $82,153, respectively. The Association has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk with respect to cash.

J. Investments in marketable securities with readily determinable fair values are based on quoted market prices.

Note 1 – Organization and Significant Accounting Policies (Continued)

K. It is the policy of the Board of Directors that FCCMA's fund balance each year be designated into two categories: available fund balance and reserve fund, which is set by Board policy at 17% of the projected annual operating expenses.

L. Website development costs and associated software are recorded at cost. Website development costs in the amount of $5,000 were capitalized. Amortization is provided on the straight-line method over a three-year estimated life. There is no amortization expense for the year ended September 30, 2015, as the asset has been fully amortized. Amortization expense for the year ended September 30, 2014 in the amount of $1,666 is included in general and administrative expenses.

M. Management has evaluated subsequent events through February 29, 2016, the date the financial statements were available to be issued.

Note 2 – Investments

Fair values of investments are determined on a recurring basis by reference to quoted market prices for similar investments. At September 30, 2015 and 2014, investments in the amount of $17,847 and $17,421, respectively, were restricted to awards and expenses relating to the B. Harold Farmer Scholarship program.

September 30, 2015	Cost	Quoted Prices in Active Markets for Identical Assets (Level 1)	Unrealized Gain (Loss)
Restricted:			
Vanguard Short-Term Federal Fund	$ 4,622	$ 4,778	$ 156
Vanguard Total Bond Market Index Fund	12,359	13,069	710
Total Investments Restricted to the B. Harold Farmer Scholarship	$ 16,981	$ 17,847	$ 866
Unrestricted:			
Vanguard Short-Term Bond Index	$ 77,886	$ 77,323	$ (563)
Vanguard Short-Term Investment Grade	79,557	78,278	(1,279)
Vanguard Short-Term Treasury	76,391	76,536	145
Total Non-Restricted Investments	$ 233,834	$ 232,137	$ (1,697)

Note 2 – Investments (Continued)

The following schedule summarizes the investment return and its classification in the statement of activities for the year ended September 30, 2015:

	Unrestricted	Temporarily Restricted	Total
Interest and Dividend Income	$ 3,670	$ 394	$ 4,064
Net Unrealized Gain	422	32	454
Total Investment Return	$ 4,092	$ 426	$ 4,518

September 30, 2014	Cost	Quoted Prices in Active Markets for Identical Assets (Level 1)	Unrealized Gain (Loss)
Restricted:			
Vanguard Short-Term Federal Fund	$ 4,581	$ 4,702	$ 121
Vanguard Total Bond Market Index Fund	12,006	12,719	713
Total Investments Restricted to the B. Harold Farmer Scholarship	$ 16,587	$ 17,421	$ 834
Unrestricted:			
Vanguard Short-Term Bond Index	$ 76,786	$ 75,860	$ (926)
Vanguard Short-Term Investment Grade	77,866	77,024	(842)
Vanguard Short-Term Treasury	75,765	75,414	(351)
Total Non-Restricted Investments	$ 230,417	$ 228,298	$ (2,119)

Note 2 – Investments (Continued)

The following schedule summarizes the investment return and its classification in the statement of activities for the year ended September 30, 2014:

	Unrestricted	Temporarily Restricted	Total
Interest and Dividend Income	$ 3,711	$ 365	$ 4,076
Net Unrealized (Loss) Gain	(505)	148	(357)
Total Investment Return	$ 3,206	$ 513	$ 3,719

Note 3 – Related Party Transactions

FCCMA has engaged the Florida League of Cities, Inc. (League) to serve as administrator. Total fees charged by the League during the year ended September 30, 2015 were $60,500 plus reimbursement of office, travel and conference expenses in the amount of $57,144. Total fees charged by the League during the year ended September 30, 2014 were $60,500 plus reimbursement of office, travel and conference expenses in the amount of $191,789.

Accounts payable at September 30, 2015 and 2014 included $25,088 and $24,555, respectively, in fees and expense reimbursements due to the League.

Committee Reports

Awards and Scholarships Committee

Lee Garner and George Brown co-chaired this Committee. The Committee developed a work plan with deadlines which was approved at the August Board meeting. The following is a summary of the Committee's work for 2015-2016.

- Approved Committee Work Plan
- Approved taking up to $4,000 for the B. Harold Farmer Scholarship each year from the reserved fund until the principal reaches $10,000 and then the Committee will reevaluate whether it wants to continue drawing from the reserves to fund the scholarship. **Board approved at the August 2015 Meeting.**
- Approved new language in the academic scholarship brochure that academic scholarship recipients must be pursuing a bachelors or masters' degree in public administration at a campus in Florida which has been established for at least five years.
- Updated the university contact list to distribute scholarship brochures.
- Reviewed and selected awards to be given at the Annual Awards Program.
- Reviewed and selected recipients for the B. Harold Farmer Scholarship, Raymond C. Sittig Scholarship and three Emerging Leaders Scholarships.

Communications Committee

Sally Sherman and Jonathan Evans co-chaired this Committee. The Committee developed a work plan which was approved at the August Board meeting. The following is a summary of the Committee's work for 2015-2016.

- Monitored website monthly to keep the website up to date and check that all the links work.
- Changed the newsletter from a weekly newsletter to a monthly newsletter. It was felt that there was not enough quality content for a weekly newsletter. **Board approved at the August 2015 Meeting.**
- Each Committee member was assigned a month to submit an article to highlight an interesting story about his/her city/county. Committee members also submitted member profile articles.
- Guidelines were added to the website job postings. All jobs posted on the FCCMA website must require at least a Bachelors' degree to be relevant to the FCCMA members. All job postings will only be listed for 30 days unless it includes a deadline. **Board approved at the November 2015 Meeting.**
- Website upgrade was completed in April 2016.

Conference Planning and Winter Institute Planning Committee

The Conference Planning and Winter Institute Planning Committee were divided into two committees this year.

Winter Institute – Jim Hanson, Chair
The Winter Institute was held February 4th-5th at The Lakeland Center. The theme was 21st Century Local Government: Preparing Today's Leaders for Tomorrow's Challenges. It was divided into three sessions which included: What are Today's Challenges? Looking at 5-10 Year Challenges and Looking out to 20-Year Challenges. Speakers talked about cybersecurity, the economy, the environment, demography, the political arena, aging in place, and the Alliance for Innovation's Next Big Things report. The Winter Institute received great reviews.

Annual Conference – Bobby Green, Chair
The theme for the Annual Conference is "A Call to Action: Preparing the Next Generation." Conference Planning Chair Bobby Green modeled the conference after a 2003 ICMA paper edited by Frank Benest. Several of the conference sessions are taken from chapters in the paper. Keynote speakers include Frank Benest, Kim Lear, Andy Masters and Donna Brazile.

County Outreach and Membership Committee

Dr. Lee Niblock chaired the County Outreach and Membership Committee. The Committee has worked and will continue to work on the following tasks:

- Developed a flyer to be distributed to county managers and staff to show the value of FCCMA membership;
- Pending board approval, will offer a $100 dues discount to FACM members who are currently not members of FCCMA;
- Helping Chapter 125 counties to become ICMA-recognized; this recognition will allow small county administrators to be eligible for Full Member Status;
- Will target and encourage county members to run in district elections for FCCMA Board seats to increase county presence on the board and in other leadership roles;
- Will coordinate with the Communications Committee to develop county-specific trainings and workshops.

Diversity and Inclusion Committee

Jill Silverboard and Sally Sherman co-chaired this Committee. The Committee submitted a work plan for approval at the August Board meeting. The following is a summary of the Committee's work for 2015-2016.

- Developed an Association statement on diversity and inclusion. This statement can be found on the home page of the FCCMA website and in the About section on the website. **Board approved at the August 2015 meeting.**
- Developed a session at conference on "The Ethics of Diversity."
- Created a bookmark to be given to FCCMA members. The statement is on one side of the bookmark and diversity and inclusion tips are on the other side. This was first distributed at the Fall Symposium.
- Developed a Diversity and Inclusion toolkit for members' organizations and communities to be distributed at the Annual Conference.

Ethics Committee

Ethics violation complaints are researched by this committee. All work done by the Ethics Committee remains confidential. The FCCMA Board of Directors adopted a policy in 2013 to require FCCMA members to have four hours of ethics training annually. The membership was informed of this, and accountability began October 1, 2015. Members who did not take the training will be suspended from membership and will not be able to participate in any FCCMA events. To see the policy, visit the FCCMA website at www.fccma.org.

Legislative Committee

The Legislative Committee was chaired by Mike Cernech and Roger Reinke. The Committee served as a fast-action response team for the Florida League of Cities and the Florida Association of Counties by providing near instant feedback as to the impact on local government of numerous bills during Florida's legislative session. Committee members provided detailed responses to both associations which enabled FLC and FAC advocates to strengthen arguments for and against legislation with relevant, real-time information from cities and counties across the state.

Membership Committee

Micah Maxwell and Daniel Rosemond co-chaired this Committee. At the beginning of PY 2015-2016 there were 603 members and at the end of the program year as of May 3, 2016, FCCMA maintains 611 total members. There is a net increase of 8 members. The Committee developed a work plan which was approved at the August Board meeting. The following is a summary of the Committee's work for 2015-2016.

- Developed a recruitment plan and membership targets. The Membership Committee felt that giving each district a flat increase goal would be less effective than more specific goals. Goals across the membership should look at gaps between gender and ethnicity. District specific goals should focus on city size, county participation, member type and students**. Board approved at the November 2015 meeting.**
- Worked with ICMA on a membership recruitment drive to recruit Florida ICMA members to join FCCMA. Letters were sent to 42 ICMA members with an incentive to join FCCMA. As of May 3rd, seven ICMA members have joined FCCMA.
- Worked with Michael Beedie to set up GIS map showing where FCCMA members are located. A link will be placed on the FCCMA website under member login to access the Fort Walton Beach website to be able to view a live GIS map; it will allow members to see membership make-up statewide and by district/region.
- Reviewed membership policies to update and make changes. These changes were submitted to the Board at the June 1st Meeting.

Member-In-Transition Committee

Ken Fields and George Brown co-chaired this Committee. The following is a summary of the Committee's work for 2015-2016.

- Submitted a proposal for a collaborative relationship with Strategic Government Resources and The Mercer Group to provide resources for MITs. **Board approved at the November 2015 meeting.**
- Reviewed the MIT policy and submitted a change to the policy regarding attendance at the Annual Conference. The revision states that MITs would receive complimentary registration and 100% of hotel accommodations. There would no longer be any travel reimbursement. This was submitted to the Board for approval at the June 1st meeting.

Professional Development Committee

Jonathan Evans and Norton Bonaparte co-chaired this Committee. The Committee developed a work plan which was approved at the August Board meeting. The following is a summary of the Committee's work for 2015-2016. This committee was split into subgroups to tackle the various responsibilities.

- Worked closely with Dr. Bob Lee and the Center for Florida Local Government Excellence (CFLGE) to develop monthly webinars on various topics.
- Developed a fall symposium which was held November 20th in DeLand. The theme was "Recognizing, Respecting and Raising Your Cultural Intelligence." How Diversity and Inclusion Impacts Your Community's Character.

Professional Management Matters Committee

After two years as a task force, this Committee continued its work on Florida's version of the ICMA campaign, "Life, Well Run." The Florida informational campaign focuses on three target audiences: elected officials, students, and civic associations. Ambassadors serve in two regions (Central-West and Central-East – added in 2016) and have expanded their representation to include presentations to students, civic and community associations, charter review committees for cities and counties, elected officials, and substantial anniversary recognitions for city and county governments with the C-M plan. FCCMA continues its contract with HCP and Associates for suppoort and development on this campaign, and has developed additional web-based and print materials to use in sharing information about the difference made by professional management across the state. Social media is an important part of the outreach for this campaign, also and has resulted in new readers/followers of PMM materials.

Affiliations

FCCMA values its association with several partners: The Alliance for Innovation, Beth Rawlins, Inc., the Center for Florida Local Government Excellence (CFLGE), the Florida Association of Counties, Florida Business Watch, the Florida League of Cities, the International City/County Management Association (ICMA), and the John Scott Dailey Florida Institute of Government. Reports from several of these affiliates are included.

Alliance for Innovation (AFI): Sallie Ann Burnett has made a distinct effort to reach out to the Florida managers with personal visits and attendance at Board meetings, Florida events at the ICMA conference and other methods to meet as many Florida members as possible. FCCMA sends an officer to the AFI conference to represent the Association. FCCMA welcomes her participation.

Beth Rawlins, Inc.: Every August FCCMA reviews and renews its agreement with Beth Rawlins, Inc. as the corporate liaison. Beth and her associate, Dani Dahlberg, handle all corporate connections; i.e., booth sales, directory advertisements and sponsorships at conference. They continue to provide outstanding service to the Association.

Center for Florida Local Government Excellence (CFLGE): The administration of the Center is handled by the Florida Institute of Government who signed an agreement with Dr. Lee to continue as CFLGE's Executive Director. Dr. Lee worked closely with FCCMA's Professional Development Subcommittee on Webinars under the leadership of Norton Bonaparte. He also assisted with the planning of the Fall Symposium with the Professional Development Subcommittee on Fall Symposium. Dr. Lee worked with the District Directors to develop at least one on-site training event in each district.

The Florida Association of Counties (FAC): Scott Shalley, the Executive Director of FAC will participate on a panel with Casey Cook, FCCMA Assistant Executive Director, FCCMA President Michael Pleus and Incoming District VI Director Charles Chapman at a pre-conference session on Wednesday, June 1st to discuss an idea exchange between cities and counties.

Florida Business Watch (FBW): Florida Business Watch has been very supportive of FCCMA through its support of the Winter Institute and conference. Beth Rawlins serves as the president of FBW.

Florida League of Cities (FLC): Through a secretariat agreement with the League, all administrative responsibilities are handled by League staff—Lynn Tipton serves as Executive Director of FCCMA, Casey Cook is the Assistant Executive Director (will be the Executive Director June 1st) and Carol Russell is the Executive Assistant (full-time FCCMA). The League also serves as the office headquarters for the Association. Mike Sittig is the FLC Executive Director.

The International City/County Management Association (ICMA): FCCMA has an affiliate agreement with ICMA that outlines the responsibilities and benefits for each entity. Both organizations work closely together on membership recruitment and promoting professional management. Randy Reid is the Southeast Regional Director and Ken Parker serves as Florida's Liaison. In addition, the Senior Advisors are under the auspices of both organizations; ICMA pays some of the related expenses.

John Scott Dailey Florida Institute of Government (IOG): Jeff Hendry is the IOG Executive Director and oversees the administration of the Center for Florida Local Government Excellence. The IOG has had a strong relationship with FCCMA since its inception.

Senior Advisors

Currently there are seven Senior Advisors serving the state. A new Senior Advisor is pending for consideration by the FCCMA Board May 2016.

Owing to the size and shape of Florida, there is a gap in coverage in the NE, SE and NW sections of the state. We have adequate coverage in the Central, Palm Beach/Treasure Coast/Space Coast and SW portion of the state. The Senior Advisors have made excellent use of email and phone contact to maintain a statewide presence. In February 2016, Senior Advisor Dick Williams joined the FCCMA Senior Advisor Emeritus Program joining Sam Halter in this advisory capacity.

The current Senior Advisors are:

Kurt Bressner, ICMA-CM – Vero Beach – Program Coordinator
Mark Durbin - Kissimmee
Craig Hunter - St. Petersburg
Richard Kelton, ICMA-CM – DeLand
Robert LaSala, ICMA-CM – Dunedin
Bill Neron – Fruitland Park
Oel Wingo, Ph.D., ICMA-CM - Reddick

As of April 2016, there are a total of eleven (11) registered Florida Members in Transition (MIT) affiliated with FCCMA, ICMA or both. This is down from sixteen MIT last year, an improvement.

To assist MIT, the Senior Advisor Program works actively with the MIT providing daily job briefings by email, resume review and individualized assistance. This has been a very helpful resource to provide early notice of job opportunities.

The Senior Advisor Program makes well-being calls to all Florida MITs at least on a bi-monthly basis.

Assistance has been provided to members facing employment issues or termination via phone consultation with resources and follow-up to make sure the member knows FCCMA and ICMA cares. Several Florida-based redacted separation agreements are available as a resource for members.

Each morning, all registered MIT (FCCMA and ICMA) receive an email with national job listings. This service is made possible by complimentary access to this report from SGR. The Senior Advisor Coordinator sends the emails out. This program began in 2014 and has been well-received by MITs.

New members of FCCMA receive a "welcome message" from the Senior Advisor Program describing the program and offering assistance. This was initiated in 2014.

In 2015 the Senior Advisor Program is assisting or has assisted Lake Park (completed), Arcadia (completed) and Palatka (completed), DeBary (completed), Archer (completed), Hillsboro Beach (completed), South Palm Beach (completed), Palm Beach Shores (underway) in their CAO or Interim CAO search efforts. The population cap policy change approved by the FCCMA Board (25,000 for cities and 75,000 for counties) has helped reduce this aspect of the Senior Advisor Program allowing more resources to be provided to member services.

Also in 2015, the Senior Advisor Program assisted Arcadia with their strategic planning and goal setting process.

In 2016, the Senior Advisor Program assisted the Town of Palm Beach Shores with their Town Manager selection. It is anticipated the Senior Advisor Program will be assisting the City of Rockledge for their search for a new CM as the current CM is retiring later in 2016.

Also in 2016, the Senior Advisor Program facilitated the Frostproof goal setting retreats. Currently underway is a pay study for Arcadia.

Regardless of size, the Senior Advisor Program prepared a CAO Placement Guide to help elected officials and staff better understand the CAO search process and provide Florida-Specific resources. This is a companion report to the ICMA guide released in 2012. We keep the Florida guide updated at least twice a year.

An inventory of Florida Senior Advisor Skills has been prepared and was approved by the FCCMA Board in November 2015. The purpose of the skills inventory is to provide timely information the type of services available to members and jurisdictions. Senior Advisor Bob LaSala was lead on this project. The brochure is completed and has been shared with members and other parties in 2016.

Also in November 2015, FCCMA Board approved a new initiative called Jobs in Transition for Members in Transition (JIT for MIT). The purpose of the program is to provide a structured means of providing FCCMA registered MITs with interim employment from public sector agencies, special districts, non-profits or private sector. This program was launched in the first quarter of 2016. Senior Advisor Craig Hunter is lead on this project.

An updated MIT Resource Guide has been published and is available at FCCMA's website. This is a supplement to the FCCMA MIT Guide prepared in 2015 and contains links to current job search articles, interview techniques, resume and cover letter guidance and other resources. The guide can be downloaded here:

http://fccma.org/wp-content/uploads/2012/05/Supplemental-Resource-Guide-2015-for-MIT-and-FCCMA-Members-by-Kurt-Bressner.pdf

In the area of C/M retention work, the Senior Advisor Program is monitoring and assisting with the Lakeland pending proposal to change from C/M Form to Strong-Mayor Form. In addition, in 2016, the Senior Advisor Program is assisting Hillsboro Beach on their transition from Commission Form to Town Manager Form. The referendum in Hillsboro Beach passed by an 84% margin. Finally, the Senior Advisor program is assisting the Mayor and citizens explore a change in Holmes Beach from Strong Mayor to City Manager. The timeline of any referendum has not been determined.

Respectfully submitted,

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