



2017

State of the Association



FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION
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June 2, 2017

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City Manager
City of Auburndale

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Town Manager
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Mascotte

Directors-At-Large
Michael D. Beedie
City Manager
Fort Walton Beach

Kenneth Fields
City Manager
Lake Wales

Ryan Leavengood
City Manager
Lake Alfred

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, 2016 fund balance of \$644,109. 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.

My top priority this year was preparing the next generation. I included an article in the newsletter each month on my priority. I hope you enjoyed them. I encourage you to help a new manager or an assistant. They are our future and can learn a lot from seasoned FCCMA members.

I shifted the focus of the Professional Management Matters campaign to the universities. FCCMA members have met with public administration students at several colleges and universities in the state. In addition, the Association made it a goal to increase the number of ICMA Student Chapters in Florida.

I reorganized our committee structure to streamline how we operate and am proud of all that we accomplished through our committee this year.

I asked the chairs of the Communications, Membership and Professional Development committees to review and reorganize the FCCMA policies. Under the leadership of Micah Maxwell, this committee did an outstanding job and the revised policies can be found on our website.

I also asked the At-Large Directors to review the agreements with our partners. They completed the review and I feel our agreements better reflect the Association's needs.

FCCMA submitted a proposal to host the 2025 ICMA conference. The ICMA Board will meet the first week in June to review the proposals submitted by Florida and Georgia and will select the host site at that time.

I have enjoyed attending several of the district training opportunities around the state. As the Program year 2016-2017 ends, I thank you for this opportunity and wish the Association continued success.

Best wishes to Jim Hanson.

Sincerely,

Robert (Bobby) Green, President
City Manager, Auburndale

Committee Reports

At-Large Directors

Michael Beedie, City Manager, Fort Walton Beach; Ken Fields, City Manager, Lake Wales; and Ryan Leavengood, City Manager, Lake Alfred served on this Committee to review the agreements with FCCMA's partners: the Alliance for Innovation (AFI); Beth Rawlins, Inc.; Digital Ops (the website host); Florida Business Watch; Florida League of Cities; HCP (public relations firm); ICMA; and, the John Scott Dailey Florida Institute of Government.

No changes were made to the agreements with Digital Ops and the John Scott Dailey Florida Institute of Government. Minor changes were made to the agreements with AFI, Beth Rawlins and the Florida League of Cities. The At-Large Directors and Casey Cook worked with Randy Reid and Ken Parker to draft a new agreement with ICMA, which the Board adopted at the February 1, 2017 meeting. The At-Large Directors recommended bringing most of the work performed by HCP in house and revised the agreement with HCP to manage only the speaking engagements focused on students.

Communications Committee

Michael Beedie, City Manager, Fort Walton Beach and Norton Bonaparte, City Manager, Sanford, co-chaired this Committee. The following is a summary of the committee's work for 2016-2017.

- Monitored website monthly to keep the website up-to-date and checked that all the links work properly.
- Continuing from previous years, 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.
- Sample manager evaluations were developed and posted on the FCCMA website.
- The Committee researched online advertising and determined not to pursue at this time.
- Criteria for submitting content for the newsletter was developed.

Legislative Subcommittee

The Legislative Subcommittee was chaired by Michael Beedie, City Manager, Fort Walton Beach. 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. Committee members also testified at Legislative committee meetings on various bills affecting local government.

Professional Management Matters Subcommittee

The Professional Management Matters Subcommittee was chaired by Norton Bonaparte, City Manager, Sanford. After contracting with HCP for two years to coordinate speaking

engagements to elected officials and civic associations, the subcommittee changed its focus to students. Presentations were made to the University of Central Florida, Florida International University and the University of Tampa.

The subcommittee continued its anniversary recognitions for city and county governments with the council-manager plan. The ambassador program was discontinued and district directors were tasked to provide members who would make the presentations. Presentations were made in Blountstown, Coconut Creek, Daytona Beach, Gainesville, Miami Shores, Palm Beach, Plant City, Polk City, St. Pete Beach and Titusville. Photos from the presentations can be found on the PMM Facebook page and in the monthly newsletters.

Conference Planning Committee

The Conference Planning and Winter Institute Planning Committee were divided into two committees this year. Jim Hanson chaired the committee this year.

- The theme for the Annual Conference was “Innovative and Entrepreneurial Leadership in Times of Change.” The conference was divided into three tracks: leadership, cost of services and technology. A keynote speaker was identified for each track. Keynote speakers included Liz Murray, Stan Geberer, Jim Stikeleather and Rev. Jeffrey Brown.
- A four-hour ethics session was held May 31, 2017.
- A county session focusing on regional planning and development was a free pre-conference session held May 31, 2017.
- The Board voted at its June 4, 2016 meeting to continue offering “The Professional Leadership Institute” on the first day of conference. Two leadership sessions were held June 1, 2017 focusing on emerging leaders.
- A spouses’ gathering was added to the conference and held Friday, June 2, 2017.

Ethics Committee

Ethics violation complaints are researched by this committee. All work done by the Ethics Committee remains confidential. Bruce Haddock and Carl Harness have completed their terms on the committee. President Green appointed Faye Johnson and Michael Pleus to fill those vacancies.

Membership Committee

Micah Maxwell, Assistant City Manager, Clearwater and Charles Chapman, County Administrator, Hendry County, co-chaired this Committee. At the beginning of PY 2016-2017 there were 611 members and as of May 18, 2017, FCCMA has 605 total members. There is a net decrease of six members; however, FCCMA has 26 pending members. The following is a summary of the Committee’s work for 2016-2017.

- Sixty-nine members joined during Program Year 2016 – 2017.
- Sixty-five members canceled membership during Program 2016 – 2017.
- Ten members were suspended for not recording ethics training.

- Reviewed ethics, membership and MIT policies to reorganize, update and make changes. These policies were submitted to the Board for approval at the February 1, 2017 Meeting.

Professional Development Committee

Ryan Leavengood, City Manager, Lake Alfred chaired this committee. The following is a summary of the Committee's work for 2016-2017. This committee divided into subgroups to tackle the various responsibilities.

- Mark Ryan, City Manager, Indian Harbour Beach, Chair of the Webinar Subcommittee worked closely with Dr. Bob Lee and the Center for Florida Local Government Excellence (CFLGE) to develop monthly webinars such as: Establishing an ICMA Student Chapter; Age Friendly Communities; Discrimination and Harassment in the Workplace; CCNA Requirements and Practices; Lessons Learned on Local Ballot Initiatives; Collective Bargaining Strategies; Ransomware Attacks; and, the Opioid Crisis.
- Ken Fields did an outstanding job developing a fall symposium which was held October 20, 2016 in Haines City. The theme was "Marijuana: What Does It Mean for Your Local Government." This symposium was extremely successful with 93 registrants.

Awards and Scholarships Subcommittee

Jim Gleason, City Manager, Mascotte, chaired the Awards Subcommittee and Mike Staffopoulos, Assistant City Manager, Largo, chaired the Scholarships Subcommittee. The following is a summary of the Subcommittee's work for 2016-2017.

- The Awards Subcommittee reviewed and selected awards to be given at the Annual Awards Program.
- The Scholarship Subcommittee reviewed, interviewed and selected recipients for the B. Harold Farmer Scholarship, Raymond C. Sittig Scholarship and three Emerging Leaders Scholarships.

Super Committee Chairs

Chaired by Micah Maxwell, Assistant City Manager, Clearwater; Michael Beedie, City Manager, Fort Walton Beach; and Ryan Leavengood, City Manager, Lake Alfred, reviewed and updated FCCMA's policies.

The policies were reorganized and developed by category: Administrative, Annual Conference, Awards, Committee, Ethics, Membership, MIT, Planning and Senior Advisor. These policies are posted on the FCCMA website in the "About" section.

Winter Institute Planning Committee

The Winter Institute Planning Committee was chaired by Mike Cernech, City Manager, Tamarac.

- The Winter Institute was held February 2-3, 2017 at the Renaissance World Golf Village Resort. The theme was “In the Line of Fire: Healing Communities” and was facilitated by Rick Caldwell, CEO/President, RCultures.
- It was divided into three sessions: In Retrospect: Lessons Learned from a Crisis Event; The Changing Nature of Our Community; and, Changing the Culture of our Police Relations.
- Speakers from the cities of Palm Beach Gardens, North Port and Miami Beach shared their stories.

Partners

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 these partners are included.

Alliance for Innovation (AFI)

Sallie Ann Burnett continues to make a distinct effort to reach out to and meet as many Florida managers as possible with personal visits and attendance at Board meetings, Florida events at the ICMA conference and through other methods. FCCMA sends an officer to the AFI conference to represent the Association. FCCMA welcomes Ms. Burnett’s participation and renewed its agreement with AFI in February.

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. Bob Lee to continue as CFLGE’s Executive Director. Dr. Lee worked closely with FCCMA’s Professional Development Subcommittee on webinars under the leadership of Chair Mark Ryan. Dr. Lee worked with the district directors to develop at least one on-site training event in each district this year.

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. FCCMA renewed its agreement with Florida Business Watch in October 2016.

Florida League of Cities (FLC)

Through an agreement with the League, all administrative responsibilities are handled by League staff—Casey Cook serves as Executive Director and Carol Russell is the Executive Assistant (full-time FCCMA). This fiscal year the League created a new Association Services department. This department, under the direction of long-time League employee Linda Bridges, was created to assist the various associations administered by the League. This department will assist FCCMA as needed with day-to-day operations and special projects.

The League also serves as the office headquarters for the Association. Michael Sittig is the FLC Executive Director. FCCMA renewed its agreement with the League in February.

International City/County Management Association (ICMA)

FCCMA signed a new affiliate agreement in February 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 ICMA Southeast Regional Director and Ken Parker serves as Florida's Liaison to ICMA. 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.

Senior Advisors

Currently there are eight Senior Advisors serving the state. 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.

The current Senior Advisors are:

Kurt Bressner, ICMA-CM – Vero Beach – Program Coordinator

Mark Durbin - Kissimmee

Craig Hunter - St. Petersburg

Dan Kleman – Port St. Lucie

Richard Kelton, ICMA-CM – DeLand

Robert LaSala, ICMA-CM – Dunedin

Bill Neron – Fruitland Park

Oel Wingo, Ph.D., ICMA-CM – Reddick

As of May 2017, there are a total of fourteen (14) registered Florida Members in Transition (MIT) affiliated with FCCMA, ICMA or both. This is up from 11 MITs last year.

MIT Assistance:

To assist MITs, the Senior Advisor Program works actively with the MITs 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. This program began in 2014 and has been well received by MITs.

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.

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

CAO and Department Head Search Assistance:

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.

In 2016, the Senior Advisor Program assisted the Town of Palm Beach Shores, the City of Haines City and City of Rockledge their manager selection. Haines City opted to not follow our recommendation of candidates, however.

In 2017 we are assisting the City of Treasure Island, City of Davenport, City of Frostproof and the Town of Hillsboro Beach on their manager searches. In addition, we provided assistance to the City of Brooksville for its interim manager search and withdrew from Plant City. Four cities received information on the search process (Fort Myers Beach, Stuart, Destin and Mary Esther).

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.

JIT for MIT:

In November 2015, the 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. In 2017, there are two business partners and four public agencies participating in the program.

Council/Manager (C/M) Retention or Adoption Support:

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. The Senior Advisor program is also 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.

On behalf of your Senior Advisor team, we deeply appreciate the support of the FCCMA Board and the wonderful assistance from FCCMA staff.

Respectfully submitted,
Kurt Bressner, ICMA-CM
Senior Advisor and Florida Program Coordinator
May 23, 2017