

**Florida City and County Management Association
Board of Directors
Friday, November 9, 2012 – 9:00 a.m.**

President Shanahan called the meeting to order at 9:10 a.m. with the following members present:

President Joyce Shanahan, City Manager, Ormond Beach
President-Elect Russ Blackburn, City Manager, Gainesville
Secretary/Treasurer Jill Silverboard, Assistant City Manager, Clearwater
District I Director Jeffrey Brown, Assistant City Manager, Panama City
District III Director Desiree Matthews, Assistant City Manager, Kissimmee (by phone)
District V Director Michael Cernech, City Manager, Tamarac
District VII Director Robert LaSala, County Administrator, Pinellas County
District VIII Director Paul (Andy) Stewart, Town Manager, Town of Dundee
Director-at-Large Robert (Bobby) Green, City Manager, Auburndale
Director-at-Large Horace McHugh, Assistant City Manager, Oakland Park
Director-at-Large Faye Outlaw, County Administrator, St. Lucie County

Members Absent:

Past President Jonathan Lewis, City Manager, North Port
District II Director Michael Pleus, City Manager, DeLand
District IV Director Richard Reade, Sustainability Officer/PIO, Delray Beach
District VI Director Judith Zimomra, City Manager, Sanibel

Others in attendance:

Dr. Robert E. Lee, CFLGE
Tracy Miller, AFI
Beth Rawlins, Beth Rawlins, Inc.
Howard N. Tipton, County Manager, Brevard County
Lynn Tipton, Executive Director
Carol Russell, Administrative Assistant
Lynn Lovallo, Executive Assistant

President Shanahan introduced Mr. Tipton and administered the oath of office to Mr. Cernech, the new District V Director.

Item 5 was pulled from the Consent Agenda.

A motion was made by Ms. Silverboard, seconded by Ms. Outlaw to approve the Consent Agenda minus Tab 5, Policy 2-MIT Policy. The motion was approved for the remaining items: the Minutes of August 10, 2012; Financial Update-Preliminary Year-End Financial Statements; Approval of the 2013 Nominating Committee and the MIT Fiscal Year 2013 Dues Waiver.

A new, revised Policy 2 was passed out to the members for review after which:

A motion was made by Mr. McHugh and seconded by Mr. Blackburn to approve the revised Policy No. 2 "Support of Members in Transition." The motion passed without opposition.

The next item for consideration was the location for the 2014 Winter Institute.

Moved by Mr. Stewart and seconded by Mr. Brown to select the Daytona Beach Hilton as the site for the 2014 Winter Institute. The motion passed without opposition.

There was no formal report from ICMA, but Ms. Tipton reported that Florida had a good showing of members at the ICMA Conference in Phoenix.

Dr. Lee reported on the Center for Florida Local Government Excellence. As the fifth anniversary of the Center approaches, Dr. Lee said the Certificate Program is still doing well. Dr. Lee recommended a five-year evaluation of CFLGE. He gave some background and made some suggestions for the evaluation. The main points would be to determine what is the value and what should it look like going forward. At the suggestion of President Shanahan an evaluation task force will be formed consisting of Jill Silverboard, Russ Blackburn, Brad Johnson, Dan Kleman, Jeff Brown, Horace McHugh and Suzanne Sherman (at the suggestion of Mr. LaSala so the Fiscal & Administrative Responsibility Committee or FARC has an interface with the task force). The three areas to be addressed: Value, Sustainability and whether FSU is the appropriate partner. Tracy offered her assistance regarding lessons learned with AFI's association with Arizona State University. The task force is to report back by February. A face-face meeting with FSU should be before the FCCMA subcommittee meeting. Ms. Silverboard suggested a built-in timetable for reviews going forward.

Moved by Mr. McHugh, seconded by Mr. Green to authorize 1st Quarter FY13 Payment to CFLGE for \$15, 000. The motion passed without opposition.

Ms. Rawlins was next on the agenda with her corporate liaison report. She gave praise to FLC and FAC for the successful defeat of Amendment 4. It was also the first effort for the Florida Local Government Coalition. It was a good example of what can be done by working together. Ms. Rawlins said we need to continue the work and build trust. FCCMA (the Coalition) needs to be thinking proactively.

The Executive Director's report was included in the packet. The proposed Investment Policy was considered.

A motion was made by Mr. Blackburn and seconded by Ms. Silverboard to approve the investments as presented. The motion passed without opposition.

The discussion and changes to Policy 19 will be brought back to the Board for the February meeting.

The two new Range Rider appointments – Carrie Hill and Peter Lombardi – were the next item.

A motion was made by Mr. Brown, seconded by Ms. Shanahan to approve the two Range Rider appointments. The motion passed without opposition.

Next for discussion was a membership objection. President Shanahan gave the background and details to the Board, Ms. Tipton reviewed correspondence that had been sent and explained what the ICMA policy is.

Moved by Mr. LaSala, seconded by Mr. Blackburn to forward the letter to the potential member as amended. A proposed amendment was made by Mr. McHugh to not allow membership until the provisions are met. The amendment was not accepted by the motion maker. The motion failed on a tie vote with Mr. Brown, Mr. Stewart, Mr. Green, Mr. McHugh and Mr. Cernech in opposition.

A motion was then made by Mr. Stewart and seconded by Mr. LaSala to deny membership until such time as conditions are met. The letter would be changed to say "must complete the conditions in the letter before membership is granted."

Discussion: When asked if an attorney had been consulted, Ms. Tipton replied that the Board can deny membership, denial steps have been followed.

The motion was then withdrawn, and Mr. LaSala's first motion was reconsidered. This time the motion passed with three members opposed: Mr. Cernech, Mr. Stewart and Mr. Green.

Ms. Tipton continued with her report and said she is still compiling responses from the Board members regarding their opinions on the Board dinner at conference.

The Sarasota proposed city charter change to strengthen the manager's position failed in the election. There is a possibility for a strong mayor initiative again in the spring.

Conference Task Force Report: Led by Mr. Harness, this task force submitted a written report that recommended no changes at this time. There were no comments from the Board.

Committee Reports

Awards: Mr. Green reported that his committee is recommending that the Program Excellence Awards be eliminated. The Committee is also suggesting self-nominations for Career Excellence and the Michael J. Roberto Award. If the numbers and/or quality of submittals are not what the Committee would like, then the Committee will solicit nominees.

A motion to discontinue the Program Excellence Awards was made by Mr. Stewart and seconded by Mr. Brown. The motion passed with four members opposed: Mr. LaSala, Mr. McHugh, Ms. Shanahan and Ms. Matthews.

Conference Planning: Ms. Silverboard gave an oral update on the Winter Institute and reported that registrations are low. The conference program as of this date was included in packets.

Fiscal & Administrative Responsibility: A progress report was included in the packet, and Mr. LaSala briefly reviewed it for the Board. He said this committee is still in need of two more members.

Intergovernmental Organization: Ms. Matthews reported that the Committee has been moving forward pretty steadily. She reported on the progress of the Coalition and its strategic planning session.

Legislative Committee: Ms. Tipton reported in Mr. Reade's absence and said this committee will be having in-person meetings set up soon with the staff of key legislative officials.

Local Government Awareness: No report.

Membership Committee: Mr. Tipton reported on behalf of the Membership Committee. A written report was included in the packet. He said the goal for growth this year is 3 percent. Memberships are currently at a 2.4 percent increase. He asked assistance from the Board members with contacting people. Ms. Russell has developed an Excel sheet to send to the directors to track who is contacted. He said the Committee would like the League of Cities to reinforce in its training to the elected officials how important professional training is for the manager and perhaps get the support of the elected. Mr. Tipton also asked for continued support for the MITs. The Board commended Mr. Reade for his job as chairman.

Professional Development: A written report was included in the agenda packet. Ms. Outlaw reviewed some highlights. Her committee met this week and discussed small county webinars. She had a conversation with a small county manager and reported that the small counties are feeling disassociated from FCCMA. The Committee felt the Association already offers programs and did not want to duplicate any programs for the smaller counties. Ms. Outlaw wants to keep conversations with the counties on a positive note and provide meaningful assistance.

Ms. Outlaw continued with her report and asked for Board members' support with the So You Want To Be session at conference. Some may be invited to speak and all are invited to attend parts of the session and have lunch with the group.

Directors' Reports:

District I: Held one onsite training event and had someone from Georgia attend.

District II: A written report was included in the agenda packet.

District III: The Canvassing Committee for the district election will have two or three members. Ms. Matthews is working with Dr. Lee on the onsite training for the district.

District IV: No report

District V: A written report was included in the packet.

District VI: No report

District VII: Mr. LaSala is working with Dr. Lee on the training for the district.

District VIII: Mr. Stewart had an onsite training session. Mr. Norton Bonaparte spoke on the Sanford response to the Trayvon Martin incident. This topic was very interesting to the participants, and it has been suggested to repeat it around the state.

At-Large: Mr. Green's report was included in the packet. Mr. McHugh and Ms. Outlaw had nothing further to report.

New Business

Concern was expressed about managers being appointed that are not ICMA/FCCMA members and are not aware of the strict Code of Ethics both groups follow. It might benefit a state association for ICMA to make it a standing practice to notify a city looking for a manager about the Code of Ethics, and if hiring someone who is not a member, to encourage that person to join. The councils need to be made aware of two things—Code of Ethics and credentialing. It was suggested that maybe a Range Rider could deliver that message in person at a council meeting. Also, it was suggested to strengthen the Vacancy letter to include emphasis on the Code of Ethics.

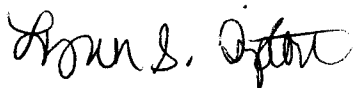
The District 5 election process was discussed. That district requires a rotation between Broward and Dade counties which may not allow for the most qualified candidate to be elected. It was suggested to task the incoming District 5 Director with reviewing this policy.

A situation was discussed concerning Crown Castle Communication and allowing companies to register as both a utility provider and a telecommunications provider. As such, they are given access to public Rights of Way and the ability to construct towers, leaving the city/county with no argument. Mr. Cernech will send the information to Ms. Tipton to share with FLC and FAC.

There was more discussion about the small counties feeling as if they do not get enough from FCCMA. Dr. Lee cannot discern the exact problem. It may be a misunderstanding on FCCMA's part.

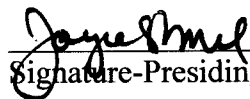
There being no further business, the meeting adjourned.

Respectfully submitted:



Lynn Tipton
Executive Director

I hereby certify that these Minutes
were approved at an official meeting
held on: Feb 6, 2013



Signature-Presiding Officer