

**Florida City and County Management Association
Board of Directors
Wednesday, February 3, 2016 – 1:30 p.m.**

President Pleus called the meeting to order at 1:32 p.m. with the following members present:

President Michael Pleus, City Manager, DeLand
President-Elect Bobby Green, City Manager, Auburndale
Secretary/Treasurer Jim Hanson, Town Manager, Orange Park
Past President Jill Silverboard, Assistant City Manager, Clearwater
District I Director Lee Garner, City Manager, Chattahoochee
District II Director, Sally Sherman, Deputy County Administrator, Flagler County
District III Director Norton Bonaparte, City Manager, Sanford
District VI Director Roger Reinke, Assistant City Manager, Naples
District VII Director Micah Maxwell, Town Manager, Belleair
District VIII Director Ryan Leavengood, City Manager, Lake Alfred
Director-at-Large Michael Cernech, City Manager, Tamarac
Director-at-Large Ken Fields, City Manager, Lake Wales

Members Absent:

District IV Director George Brown, Deputy City Manager, Boca Raton
District V Director, Daniel Rosemond, City Manager, Hallandale Beach
Director-at-Large Jonathan Evans, City Manager, Haines City

Others in attendance:

Dani Dahlberg, Beth Rawlins, Inc.
Sallie Ann Burnett, AFI
Melanie Howe, Florida League of Cities
Dr. Robert E. Lee, CFLGE
Ken Parker, ICMA Liaison
Lynn Tipton, Executive Director
Casey Cook, Assistant Executive Director
Carol Russell, Executive Assistant

President Pleus asked Ms. Russell to give an elections update. She reported she did not have an update from District II but District IV Director will be Jason Nunemaker, City Manager, Fellsmere; District VI will be Charles Chapman, County Administrator, Hendry County; and District VIII will be Jim Gleason, City Manager, Mascotte. She has received one self-nomination for Secretary/Treasurer from Mike Cernech, City Manager, Tamarac. She received two self-nominations for the two at-large directors from Ryan Leavengood, City Manager, Lake Alfred and Michael Beedie, City Manager, Fort Walton Beach. The deadline is at 5:00 today.

President Pleus asked for recommendations for the If You Care You Do Award and for the Presidents' Award. If anyone has any recommendations for these awards, please send to him by March 10th.

A motion was made by Mr. Maxwell and seconded by Mr. Cernech to approve the Consent Agenda. The motion was approved for the remaining items: the Minutes of November 6th, 2015; Financial Report; Approval site selection for 2017 Winter Institute; and MIT Dues Waiver. The motion passed without opposition.

Executive Director's Report: Ms. Tipton's first request was a waiver for the ethics training from Wayne Logan.

A motion was made by Mr. Hanson and seconded by Mr. Garner to approve the request from Wayne Logan to waive his ethics training requirement. The motion passed without opposition.

Mr. Cook gave an update on the Florida Local Government Coalition Steering Committee report. The steering committee voted to expand the steering committee to one member per participating associations. There are 29 associations that are members. There will be two meetings in 2016: the spring meeting will focus on local government revenues and the fall meeting will focus on public records. Pat Gleason from the Commission on Ethics and Law Professor Keith Rizzardi from St. Thomas University will be the speakers for the public records workshop. Local Works Day is Friday, October 7th and the Coalition is looking for cities/counties to be host sites for a local works day event. If any city/county is interested in participating, the Coalition can send a toolkit and what has been done in the past. The last item from the meeting is one of the Coalition staff will attend all 29 associations' conferences to give an update on the Coalition. FCCMA's designee on the Steering Committee is Mr. Carl Harness.

Ms. Tipton reported that Ms. Silverboard had found a site for the dinner to be held at the ICMA Annual Conference. The Florida League of Cities will donate up to \$5,000 for a reception to honor incoming ICMA President Mr. Lee Feldman. President Pleus sent a letter to Mr. Sittig thanking him for the League's support.

The investment report is included.

Mr. Cook reported that Mr. Mike Sittig had received a letter from the FSU Foundation that FCCMA's name will go on a plaque. FCCMA has donated almost \$300,000 to the FSU Foundation toward the Center for Florida Local Government Excellence.

ICMA Report: Mr. Parker reported the closing date for the ICMA Executive Director is in early March. Interviews will be held during the summer and the announcement will be made at the ICMA Conference in September. Mr. Parker encouraged Board members to attend the SE Regional Meeting in Savannah. He offered his help on the ICMA/FCCMA membership drive. The Board asked Mr. Parker to ask ICMA to hold the SE Regional Meeting in a city that is easy to get to and not so expensive for travel.

CFLGE Report: Dr. Lee reported that he submitted a written report. There will be a webinar in April and May on planning per President Pleus' request.

A motion was made by Mr. Garner and seconded by Mr. Hanson to approve the second quarter payment to CFLGE. The motion passed without opposition.

Alliance for Innovation Report: Ms. Burnett reported that she is unable to attend the FCCMA Conference. Toni Shope will go in her place. The Alliance for Innovation lost three counties in Florida the last two weeks of 2015: Hillsborough, Pinellas and Alachua. She reported that Mr. Carl Harness is trying to find out the reason that Hillsborough County dropped its membership, Pinellas County is not using the resources and there was a change of leadership in Alachua County.

The Transforming Local Government Conference will be held June 15th-17th in St. Paul, MN. FCCMA has one complimentary registration. If no one is available to attend the conference, the complimentary registration can be used for the Next Big Ideas Conference. The Alliance is working on its three-year strategic plan and is reaching out to Association presidents and asking what the associations think the Alliance should focus on in the next three years. If anyone has any ideas, please contact Ms. Burnett.

Beth Rawlins, Inc. Report: Ms. Dahlberg reported that the exhibit hall is more than halfway sold out and she has raised half of the budgeted sponsorship money. 457 Plans with Palm Coast, Smart City Infrastructure with Lake Worth, Becoming a No Kill Community with Hillsborough County and Blighted Community Redevelopment with a suburb of Cleveland called Slavic Village were selected to participate in the corporate sessions. There was a notice in the exhibit/sponsor kit that gifts could not exceed \$25.

Senior Advisors Report: The senior advisor report is included in the agenda book. Ms. Tipton reported that Mr. Dan Kleman is on the waiting list to be a senior advisor and will be included in the agenda book for approval at the June conference. He will replace Mr. Williams.

A motion was made by Mr. Garner and seconded by Mr. Hanson to give senior advisor emeritus status to Mr. Dick Williams. The motion passed without opposition.

Ms. Tipton reported that Ms. Oel Wingo will be taking a leave of absence from the senior advisors as she will be interim Assistant City Manager in DeLand.

A motion was made by Mr. Garner and seconded by Mr. Maxwell to approve the re-appointments for three years of Mr. LaSala, Mr. Hunter and Ms. Wingo as senior advisors.

Committee Reports

Awards and Scholarships: The awards deadline was February 1st. The Committee will be busy between now and conference.

Communications: Report as submitted.

Conference Planning: President Elect Green showed a conference video that will be shown at the end of the Winter Institute. Ms. Silverboard will also show a video to highlight the ICMA Conference.

County Outreach and Membership: President Pleus had a conversation with Mr. Lee Niblock concerning the committee. There was a miscommunication in what the committee was tasked to do. The committee was tasked to help the 125 counties to get recognition encourage county members to run for the Board and make training available for small counties.

Diversity and Inclusion: Report as submitted. Ms. Silverboard reported that her committee is working on a conference session. The attendees will be given a toolkit to take back to their communities. This was the remaining work plan item for the year.

Fiscal and Administrative Policy: The committee has only met once as the committee was not tasked with anything this year.

President Elect Green reported that he wants to look at the overall committees. He will ask the at-large directors to look at the 12 committees and determine whether all the committees are needed.

Legislative: There have been no conference calls. Mr. Cernech reported that the Committee gives input on legislative matters when Mr. Cook has something for them to look at. The Executive Committee is also copied on these requests. President Elect Green gave ideas to the Legislative Committee for the Legislative Session at Conference. If anyone wants to be added to the legislative alerts, let Mr. Cook know. It was suggested that this Committee is not a standing Committee but used on an ad hoc basis. President Pleus attended a roundtable discussion at the League Legislative Committee and reported that one suggestion is that managers can form strike teams on the issues that are of interest to them. When a particular issue comes up it can be sent to the managers who signed up to be on that strike team.

Membership: Mr. Maxwell reported that there was a net increase of 13 members. A list was included in the agenda book of FCCMA members who have not paid their dues. The district directors are asked to contact these members. He also reported that ICMA sent out letters in early January to recruit ICMA members who were not FCCMA members to join FCCMA. The Membership Committee will waive any ICMA member who submits an application to waive dues until September and they will receive a reduction of \$100 to attend the conference. Ms. Russell has received one application. Mr. Maxwell took the list of potential members and broke the list regionally for Board Members and Membership Committee to make calls. He will send the Board talking points. Mr. Maxwell asked the

Board members to let him know who they will contact so that he can coordinate the calls with the Membership Committee.

Mr. Feldman, Mr. Rosemond and Mr. Cernech are scheduled to attend the Miami-Dade, Broward and Palm Beach manager meetings in February and March to talk about becoming ICMA and FCCMA members.

MIT: Mr. Fields reported that SGR has rolled out the proposal submitted to FCCMA. The Committee held a conference call to look at the current policy and the materials to update them. There is another conference call scheduled to discuss the policy and materials.

Professional Development: No update. The webinar schedule is available for the ICMA Coaching program.

Professional Management Matters: The Committee is looking to recognize cities and make presentations that have anniversaries in five-year increments. New Smyrna Beach and Gainesville are celebrating 95 years of the council-manager form of government. Melbourne, DeLand and Stuart are celebrating 90 years. Mr. Hanson reported that 61 local governments will be celebrating anniversaries this year. The Committee is working with Dr. Bob Lee to get some metrics of the effects of the Committee's efforts. He also reported that Mr. Russ Blackburn is the chair.

Winter Institute: Mr. Hanson thanked the Board for agreeing to be a group leader. There will be five groups at each of three breakout sessions. Fifteen group leaders are needed. President Elect Green asked Mr. Hanson to announce his Committee members so the Board could thank them.

District Reports

District I: Mr. Garner reported on the Marianna training.

District II: Report as submitted. Ms. Sherman thanked Dr. Lee for his work on the training.

District III: Thank you to Ms. Russell in keeping the district informed about new members.

District IV: Report as submitted.

District V: There will be a training on March 18th on CCNA.

District VI: Mr. Reinke thanked his canvassing committee: Mr. Jon Lewis, City Manager, North Port; Ms. Maria Aguilar, Village Manager, Islamorada; and Mr. Hector Flores, Assistant to the County Administrator, Charlotte County for serving and thanked Mr. Charles Chapman for self-nominating for District VI Director and bringing county presence to the Board.

District VII: No report.

District VIII: Mr. Leavengood reported on his district training. He also reported on the formation of the water cooperative. Mr. Jim Gleason, City Manager of Mascotte will be the new district director. District VIII alternates between Lake/Sumter and Polk counties. Mr. Leavengood has submitted his self-nomination for at-large director. He also reported that Mr. T. Michael Stavres was promoted to Assistant City Manager of Winter Haven.

At-Large Director Cernech: He reported that he is making the rounds in South Florida to encourage people to join both ICMA and FCCMA. He is stepping down from the secretary/treasurer position from BCCMA.

At-Large Director Fields: Mr. Fields reported that Mr. Evans did not submit a self-nomination for a Board position at this time. He also reported that the petition to limit salaries in Lake Wales was thrown off the ballot. He is working as an ambassador to hand out certificates for recognition. He also thanked Mr. Leavengood and President Elect Green for spearheading the formation of the water cooperative.

Past President Silverboard: No report.

Secretary/Treasurer Hanson: No report.

President Elect Green: He announced that Board members may be asked to do a video clip for the conference during the Winer Institute. He announced that Mr. Frank Benest will be introduced by Mr. Lee Feldman in a video.

President Pleus: He asked the Board to meet at 5:45 outside the Hyatt Place if they were interested in riding in the van to dinner. He thanked the Board of their hard work.

Ms. Dahlberg welcomed Ms. Silverboard to the Florida Business Watch Board.

Ms. Dahlberg gave a plan support update. Ms. Tipton announced that Lakeland Mayor Wiggs will give a welcome to the Winter Institute.

There being no further business, the meeting was adjourned at 3:02 p.m.

Respectfully submitted:



Lynn Tipton
Executive Director

I hereby certify that these Minutes
were approved at an official meeting
held on:



Signature-Presiding Officer