

2019

**STATE OF THE ASSOCIATION**





## FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION

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### President

Michael C. Cernech, ICMA-CM  
City Manager  
Tamarac

### President-Elect

Shannon Lewis, ICMA-CM  
City Manager  
Melbourne

### Secretary/Treasurer

Micah Maxwell, ICMA-CM  
Assistant City Manager  
Clearwater

### Past President

James R. Hanson, ICMA-CM  
Orange Park

### District I Director

Michael D. Beedie  
City Manager  
Fort Walton Beach

### District II Director

Michael Grebosz  
Assistant City Manager  
DeLand

### District III Director

Suzanne Sherman  
Deputy City Manager  
Palm Bay

### District IV Director

Lori LaVerriere, ICMA-CM  
City Manager  
Boynton Beach

### District V Director

Jorge Gonzalez, ICMA-CM  
Village Manager  
Bal Harbour

### District VI Director

Charles T. Chapman, ICMA-CM  
City Manager  
Naples

### District VII Director

Matthew Campbell  
Town Manager  
Kenneth City

### District VIII Director

Shawn Sherrouse  
Deputy City Manager  
Lakeland

### At-Large Directors

Daniel P. Clark  
Town Administrator  
Lake Clarke Shores

Mark Cunningham, ICMA-CM  
Assistant County Administrator  
Sarasota County

Michael McNeess  
Melbourne

May 31, 2019

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, 2018, fund balance of \$735,010. Future Boards of Directors can move forward optimistically for the benefit of the membership.

I had several priorities this year: promoting professional management, developing the next generation, offering district networking opportunities, reviewing the policies and reviewing the current districts. Staff and members on our committees provided outstanding service to the FCCMA this year. Following are some of these accomplishments. See the attached report for many more.

I appointed an Ad Hoc Committee to review the current ICMA Southeast vice president selection and recommend improvements to the other state association presidents in our region. I plan to attend the ICMA Board meeting in June to discuss this proposal with the ICMA Executive Board.

FCCMA hired Carisse LeJeune to assist the local governments affected by Hurricane Michael. She contacted each of the communities affected to offer short-term and long-term assistance and developed strategies for FCCMA to become involved in response and recovery after future natural disasters. If you are interested in receiving a copy of this report, please contact Casey Cook at [ccook@flcities.com](mailto:ccook@flcities.com).

The proposal to change Clearwater from a council-manager to a strong mayor form of government was soundly defeated. FCCMA's grassroots advocacy efforts educated the citizens of Clearwater and helped the voters understand the importance of professional management.

The Fiscal and Administrative Policy Committee (FAP) conducted a review of the policies to ensure consistency between the policies and the charter and bylaws. The revised policies can be found on the FCCMA website at [fccma.org](http://fccma.org). Per the bylaws, FAP reviewed FCCMA's current districts and determined that no changes were needed. Thank you to those who participated in our membership satisfaction survey and provided excellent feedback. Based on recommendations by FAP, the board has approved the live streaming of district trainings, and I am pleased to say that these efforts have begun. These additional training opportunities should prove beneficial to our membership.

The Professional Development Committee offered 12 webinars, nine onsite trainings, a symposium, winter institute and an annual conference. Congratulations to District VIII whose training set a record for attendance.

I am grateful to the board and the committees for their hard work this year. As the Program Year 2018-2019 ends, I thank you for this opportunity and wish each of you and the association continued success.

Best wishes to Shannon Lewis as she takes over as president.

Sincerely,

Michael C. Cernech, President  
City Manager, Tamarac

# The following is a summary of FCCMA committee and partner activities for 2018-2019.

## COMMUNICATIONS COMMITTEE



**John Titkanich**  
*Chair*  
City Manager  
Cocoa



**Jamie Titcomb**  
*Vice Chair*  
Town Manager  
Loxahatchee Groves

- Monitored website to keep the website up-to-date, and ensured all the links work properly.
- Assigned each committee member a month to submit an article highlighting an interesting story about his or her city/county. Committee members also submitted member profile articles.
- Increased the association's use of social media.
- Recognition presentations, FCCMA trainings, member profile articles and articles of interest were all posted on the FCCMA Facebook page.
- Featured photos from cities and counties (including St. Lucie County, Melbourne, Oakland Park and Juno Beach) to highlight the diverse and beautiful places where our members serve.
- Produced videos on various aspects of the association.

## LEGISLATIVE SUBCOMMITTEE



**Mark Ryan**  
*Chair*  
City Manager  
Indian Harbour Beach



**Brad Johnson**  
*Vice Chair*  
Assistant County  
Administrator  
Sarasota County

- Served as a fast-action response team for the Florida League of Cities (FLC) and the Florida Association of Counties (FAC) by providing near-instant feedback regarding the impact of pending legislation on local government during Florida's legislative session.
- 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.

- Testified at legislative committee meetings on various bills affecting local government, and met with legislators in the Capitol or back home in their districts.
- Developed a template orientation for educating new legislators on city and county operations, issues and needs.

## CONFERENCE PLANNING COMMITTEE



**Shannon Lewis**  
*Chair*  
City Manager  
Melbourne



**Charles Chapman**  
*Host Committee Chair*  
City Manager  
Naples

The theme for the annual conference is "Professional Management Matters." Keynote speakers include: **Simon T. Bailey, Joyce Bono** and **Aron Ralston**.

- Sessions include financial topics, social media, strategic planning, smart cities, cybersecurity, homelessness and others.
- Brought back the popular "So You Want to be a City/County Manager" pre-conference session on May 29, 2019.
- Held a four-hour ethics session on May 29, 2019, helping members fulfill their ethics training requirement.
- Hosted a "thank you" breakfast for members serving on committees on May 30, 2019.
- Hosted a networking social for the spouses of FCCMA members.

## ETHICS COMMITTEE

Ethics violation complaints are researched by this committee. All work done by the Ethics Committee remains confidential. **Russ Blackburn** and **Sally Sherman** completed their terms on the committee.

## FISCAL AND ADMINISTRATIVE POLICY COMMITTEE



**Meridy Semones**  
*Chair*  
Performance and  
Budget Director  
Largo



**Emily Colon**  
*Vice Chair*  
Assistant City Manager  
Lakeland

- Reviewed and updated nine existing policies, and created a subcommittee to develop a new investment policy. The investment policy included an Investment Committee, which will be established during the 2019-2020 committee year.
- Created a subcommittee to review the district election process and created a uniform process for all of the districts.
- Reviewed the FCCMA districts to determine if adjustments to size or area were needed. The subcommittee worked with the Membership Committee to include survey questions on the annual membership survey regarding FCCMA districts. The feedback from the survey indicated that adjustments to the districts were not warranted; rather, adjustments to how training programs are delivered could be a solution for districts that span large areas and require extensive travel time for training participation. This concept has been forwarded to the Professional Development Committee but will likely return to FAP next year to develop a policy for member attendance at web-hosted training events, particularly when they are held within a member's district.

## MEMBERSHIP COMMITTEE



**Suzanne Sherman**  
*Chair*  
Deputy City Manager  
Palm Bay



**Aubrey Phillips**  
*Vice Chair*  
Strategic Performance  
Manager  
Pinellas County

At the beginning of PY 2018-2019 there were 608 members, and as of May 1, 2019, FCCMA has 604 members. There is a net decrease of four members, with 43 pending members waiting for approval. The following is a summary of the committee's work for 2018-2019.

- Twenty-three members joined during PY 2018-2019.
- Sixty-four members canceled membership during PY 2018-2019.
- Eight members were suspended for not recording ethics training.
- Conducted a membership satisfaction survey regarding professional development and included questions on whether members are satisfied with the current districts.
- Developed a new member packet for new members.
- Developed a member dashboard beginning with FY 2011 to track members in their membership categories as they move through their careers.
- Encouraged districts to hold networking events. District III held its first networking event in November, District IV held a successful networking event in April, and District VII is working on an event for June.
- Encouraged members to complete the member profile questionnaire.
- Instituted direct outreach to welcome all new members.

## PROFESSIONAL DEVELOPMENT COMMITTEE



**Christine Thrower**  
*Chair*  
Village Manager  
Golf



**Michael Grebosz**  
*Vice Chair*  
Assistant City Manager  
DeLand

- Worked with Bob Lee and the Center for Florida Local Government Excellence (CFLGE) to develop 12 monthly webinars on topics such as: local government planning, solid waste management, crisis management, dockless scooters, future of autonomous vehicles, future of power, social media, me too movement, aging in place, etc.
- Assisted directors with the onsite training sessions. The ADA/Accessibility website compliance training was a huge success with 100 attendees.
- Planned and assisted in one symposium with USF on cybersecurity held at the Florida Institute of Technology.
- Created an assistant manager boot camp that will be held in July at the FLC University.

## AWARDS AND SCHOLARSHIPS SUBCOMMITTEE



**Mike Staffopoulos**  
*Chair*  
City Manager  
Jacksonville Beach



**Hector Flores**  
*Vice Chair*  
Deputy County  
Administrator  
Charlotte County

- Reviewed, interviewed and selected recipients for the B. Harold Farmer Scholarship, Raymond C. Sittig Scholarship, the two additional academic scholarships and three Emerging Leaders Scholarships.
- Created a new award in 2018: FCCMA's Who's Who Under 40 Award, which was implemented in 2019.
- Updated the Awards and Scholarships Policy.
- Reviewed and selected awards to be given at the Annual Awards Program.

The awards and scholarships given at the Opening General Session and Annual Awards Program:

- **President's Award – Mayor George N. Cretekos**, Clearwater
- **If You Care, You Do! – Michael L. Abels**, former city manager, DeLand; **Javarious G. Jackson**, master of public administration student, Nova Southeastern University, and equal opportunity specialist, Palm Beach County; and **Sharon Ragoonan**, assistant city manager, North Miami Beach
- **Richard (Dick) Simmons Lifetime Achievement Award – Howard N. Tipton**, county administrator, St. Lucie County
- **Michael J. Roberto Award for Career Development – Jonathan R. Lewis**, county administrator, Sarasota County
- **Assistant for Excellence in Leadership – Michael Grebosz**, assistant city manager, DeLand
- **FCCMA's Who's Who Under 40 Award – Charles Chapman**, city manager, Naples; and **Ryan Leavengood**, city manager, Lake Alfred
- **Lifesaver Award – William Vance**, town manager, Lauderdale-by-the-Sea for hiring Kathie Margoles
- **Senior Advisor Awards – Mark Durbin, Craig Hunter and Richard Kelton**
- **B. Harold Farmer Scholarship – Jacqueline Porter**, master of public administration student, Florida State University
- **Raymond C. Sittig Scholarship – Elijaquan Lee**, master of public administration student, Florida Gulf Coast University

- **Past Presidents Scholarship – Javarious G. Jackson**, master of public administration student, Nova Southeastern University and equal opportunity specialist, Palm Beach County
- **Academic Scholarships – Angelica Knight**, master of public administration student, Florida Atlantic University; and **Brittney N. Sandovalsoto**, bachelor of applied science in supervision and management student, Polk State College
- **Emerging Professionals Scholarships – Lindsay Judah**, training captain, Clermont Fire Department; **Eric Marmer**, buyer, financial services, Boynton Beach; and **Tobey Phillips**, community services director, Citrus County

## STUDENT COUNCIL



**Jeff Tillman**  
*Chair*  
Assistant City Manager  
Auburndale

- Continued to strengthen the association's relationships with the state's universities and other educational institutions.
- Served as contact/liaison with the universities.
- Updated the student resource page on the FCCMA website.
- Disseminated FCCMA information to university contacts.

## PROFESSIONAL MANAGEMENT MATTERS COMMITTEE



**Matt Spoor**  
*Chair*  
City Manager  
Safety Harbor



**Sharon Ragoonan**  
*Vice Chair*  
Assistant City Manager  
North Miami Beach

FCCMA members attended several council meetings between June and November to complete the 2018 anniversary recognitions. From January to May 2019, FCCMA members presented anniversary certificates recognizing the council-manager form of government for 2019 anniversaries. Four local governments celebrated milestone anniversaries this year: Largo celebrated 105 years and Clearwater, Fort Pierce and Palatka celebrated 95 years of ICMA recognition of the council-manager form of government.

The committee also:

- Reached out to governments celebrating anniversaries of 25 years or more in 2018 and 2019 to set up presentations.
- Created a definition of a professional manager:  
*An appointed, professional local government manager/administrator (manager) is the non-political chief executive officer of a municipal or county government organization. The manager is knowledgeable and skilled in areas such as budgeting, finance, human resources, government political structure, and other related functions specific to successfully managing a local governmental entity. A manager possesses an extremely high degree of ethics and integrity adhering to an adopted code of ethics and transparency in all decision making. He/she implements the policies set by the elected body and runs the day to day operation of the local government agency. The manager implements organizational improvement and policy development while leading the organization in achieving the stated mission, goals, and expectations.*

## WINTER INSTITUTE PLANNING COMMITTEE



**Micah Maxwell**  
*Chair*  
Assistant City Manager  
Clearwater

The Winter Institute was held February 14-15, 2019, in Tampa. The theme was “Building High Performance Organizations.”

**Craig Gerhart**, a former city and county manager, and currently an associate with the Commonwealth Centers for High Performance Organizations, was the facilitator/instructor. The session addressed:

- Exploring the role of employee engagement in improving organizational performance.
- Creating an environment for increased employee engagement.
- Examining organizational beliefs about people and their attitudes toward work.
- Establishing a role for leadership at all levels in the organization.
- Exploring the work of leadership.
- Providing a framework for the work of leadership.

## PARTNERS

FCCMA values its relationships with its partners: The Alliance for Innovation; Beth Rawlins, Inc.; Business Watch, Inc.; CFLGE; FLC; 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

**Sallie Ann Burnett** continues to make efforts to reach out to and meet as many Florida managers as possible at the Alliance’s Transforming Local Government Conference and ICMA events. FCCMA sends an officer to the AFI conference to represent the association.

## 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.

## BUSINESS WATCH, INC.

Business Watch continues to be very supportive of FCCMA by sponsoring the winter institute and conference. Business Watch provides a \$5,000 sponsorship to the association, and its members participate in webinars, district trainings and the Fall Symposium. At the 2019 conference, Business Watch conducted a session on smart cities. Business Watch renews its contract with FCCMA every August.

## CENTER FOR FLORIDA LOCAL GOVERNMENT EXCELLENCE

The administration of the center is handled by the John Scott Dailey Florida Institute of Government, which signed an agreement with **Bob Lee** to continue as CFLGE’s executive director. Lee worked closely with FCCMA’s Professional Development Committee to provide webinars and develop a program for the symposium. Bob Lee also worked with the district directors to develop at least one onsite training session in each district.

## FLORIDA LEAGUE OF CITIES

Through an agreement with FLC, all administrative responsibilities are handled by League staff: **Casey Cook** serves as executive director, and **Carol Russell** is the executive assistant (full-time FCCMA). **Linda Bridges**, FLC director of association services, assists FCCMA as needed with day-to-day operations and special projects.

FLC also serves as the office headquarters for the association. **Michael Sittig** is the FLC executive director.

## INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION

FCCMA has an agreement with ICMA that outlines the responsibilities and benefits for each entity. Both organizations work closely on membership recruitment and promoting professional management. Randy Reid is the ICMA southeast regional director. In addition, the senior advisors are under the auspices of both organizations, and ICMA pays some of the related expenses.

## JOHN SCOTT DAILEY FLORIDA INSTITUTE OF GOVERNMENT

**Jeff Hendry** is the IOG executive director and oversees the administration of the CFLGE.

## SENIOR ADVISORS

FCCMA currently has eight senior advisors serving the state. The senior advisors have made excellent use of email and phone contact to maintain a statewide presence. **George Forbes** was approved in February as a senior advisor. **Craig Hunter** retired last July, and **Mark Durbin** and **Dick Kelton** were approved in February as senior advisor emeritus.

**Oel Wingo** is the senior advisor coordinator. **Lynn Tipton**, FCCMA executive director emeritus, provides administrative support.

The current senior advisors are:

- Oel Wingo**, Reddick
- Kurt Bressner**, Vero Beach
- Edwin (Buz) Eddy**, Gulf Breeze
- George Forbes**, Winter Park
- Dan Kleman**, Port St. Lucie
- Bob LaSala**, Dunedin
- Bill Neron**, Fruitland Park
- Ken Parker**, Port Orange.

The senior advisors serve in many capacities. Tasks include:

- Contact members in crisis.
- Provide confidential guidance to members.
- Contact new chief administrative officers or new members.
- Advocate membership to non-members.
- Attend/support district manager meetings.
- Attend conference and regional trainings.
- Assist members-in-transition.
- Support activities related to council/manager form of government.
- City manager placement activities.

The senior advisors continue to be an excellent resource for every city and county member, as well as to the elected officials in those governments. In addition to the counseling aspects and assisting with searches and placements, this year saw opportunities for the advisors to help with charter reviews and form-of-government questions in newly forming municipalities and support members in transition.

