May 29, 2020

Dear FCCMA Members:

It has been an honor to serve as your president this program year. 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, 2019, fund balance of $796,933.63. Future Boards of Directors can move forward optimistically for the benefit of the membership.

My main priority this year was to continue FCCMA’s tradition of excellence as an association. I focused on a few things to reach that goal: driving a culture of ethical behavior, enhancing professional management in local government, providing support to members at all career stages, promoting the principles of local self-governance and promoting research and analysis as a guide for improvement and innovation. Staff and committee members provided outstanding service to FCCMA this year. Following are some of these accomplishments. See the attached report for many more.

Despite the difficult decision to cancel our annual conference, our Conference Planning Committee planned a magnificent conference that we are all sad to be missing. The committee is collaborating with the Professional Development Committee to examine the possibility of a virtual format for some of the conference sessions.

Our members worked tirelessly to respond to the concerns of their communities during the coronavirus pandemic that occurred at the end of this program year. I would like to extend a sincere thank you to those who are actively serving their communities and representing FCCMA well.

To better serve our members, we instituted open forum webinar calls through Microsoft Teams. The calls were led by Alan Rosen and provided a place for members to discuss and solve complex tasks in local government. We saw great benefits in these calls.

I tasked Sarah Hannah-Spurlock and Jill Silverboard with researching and developing a Women in Local Government Training Program. They took great initiative in completing this project by setting up focus groups across the state to learn more about the strengths and needs of women in local government in our state. Sarah will present her findings to the membership in the near future.

The Professional Development Committee offered eight webinars, six onsite trainings and a symposium. The Winter Institute Planning Committee planned an outstanding Winter Institute. These events gave our members unique opportunities to network and master their skills in our profession.

I am grateful to the board and the committees for their hard work this year. As the 2019-2020 Program Year ends, I thank you for this opportunity and wish each of you and the association continued success.

Best wishes to Micah Maxwell as he takes over as FCCMA president.

Sincerely,

Shannon Lewis, President
City Manager, Melbourne
The following is a summary of FCCMA committee and partner activities for 2019-2020.

AWARDS AND SCHOLARSHIPS COMMITTEE

- Created questions for the “Perspectives” video series highlighting current city and county managers answering important questions about being managers in Florida.

LEGISLATIVE SUBCOMMITTEE

- Served as a fast-action response team for the Florida League of Cities and the Florida Association of Counties by proving near-instant feedback regarding the impact of pending legislation.
- Held a strategy session at the FLC Legislative Conference and highlighted ways to best advocate for local government at the state level.
- Testified at legislative committee meetings on various bills impacting local government at the federal, state and local levels.

CONFERENCE PLANNING COMMITTEE

- Planned an exceptional conference that included: a pre-conference “So You Want To Be a City/County Manager” session, four-hour ethics session and financial planning session; 14 breakout sessions and case studies; and three impressive keynote speakers.
- Unfortunately, due to the coronavirus, the Annual Conference was canceled. The committee plans to work with the Professional Development Committee to explore converting some of these to virtual sessions.

AWARDS AND SCHOLARSHIPS COMMITTEE

Terry Atchley
Chair
City Manager
Wauchula

Hector Flores
Vice Chair
County Administrator
Charlotte County

- Reviewed, interviewed and selected recipients for the B. Harold Farmer and Raymond C. Sittig scholarships.
- Reviewed and selected annual awards.
  President’s Award: Michael Sittig
  If You Care, You Do! Award: Douglas Baber and Sarah Spurlock
  Richard (Dick) Simmons Lifetime Achievement Award: Kurt Bressner
  Michael J. Roberto Award for Career Development: Jill Silverboard
  Award for Professional Management Excellence: Alexander Diaz
  Assistant for Excellence in Leadership: T. Michael Stavres
  FCCMA’s Who’s Who Under 40 Award: Michael Grebosz, Brad Johnson and Adam Reichbach
  Lifesaver Award: Howard Tipton for hiring Mark Lauzier
  B. Harold Farmer Scholarship: Brandon Henry
  Raymond C. Sittig Scholarship: Lindsey Johnson

COMMUNICATION COMMITTEE

John Titkanich
Chair
Innovation and Performance Division Director
St. Lucie County

James Titcomb
Vice Chair
Town Manager
Loxahatchee Groves

- Reviewed website to ensure content was current, relevant and accessible.
- Provided articles for FCCMA’s monthly newsletter regarding best practices, special interests or community highlights.
- Conducted a photo contest for cities and counties to submit photos of their communities to be featured on the FCCMA 2020 directory cover, the website and Facebook page for a quarter of the year.
ETHICS COMMITTEE

- Ethics violation complaints are researched by this committee. All work done by the Ethics Committee remains confidential. Members include:
  - Jonathan Lewis appointed by President Michael Pleus (term expires 2020).
  - Jill Silverboard appointed by President Pleus (term expires 2020).
  - Faye Johnson appointed by President Bobby Green (term expires 2021).
  - Michael Pleus appointed by President Green (term expires 2021).
  - Yocelyn Galiano appointed by President Jim Hanson (term expires 2022).
  - Roger Reinke appointed by President Michael Cernech (term expires 2023).
  - Beth Knight appointed by President Cernech (term expires 2023).
  - President Shannon Lewis appointed Daniel Clark and Brenda Fettrow to four-year terms.

FISCAL & ADMINISTRATIVE POLICY COMMITTEE

- Reviewed membership categories recommended by the Membership Committee.
- Rewrote subscriber member language to include students who have just graduated for up to two years following graduation. Submitted to the board for approval at the May meeting.

MEMBERSHIP COMMITTEE

- At the beginning of PY 2019-2020 there were 604 members, and as of April 20, 2020, FCCMA has 616 members. There is a net increase of 12 members, with 32 members waiting approval. The following is a summary of the committee’s work for 2019-2020.
  - Seventy members canceled membership during PY 2019-2020.
  - Five members were suspended for not recording ethics training.
  - Re-evaluated the members-in-transition program to create a better service to members.
  - Conducted direct outreach to members-in-transition to check on their well-being, inform them of association benefits and to assist with employment in some cases.
  - Reviewed membership categories and made a recommendation to the Fiscal & Administrative Policy Committee that will be submitted to the board for final approval.
  - Distributed a membership satisfaction survey regarding the services the organization provided.
  - Implemented an incentive offering $100 off conference registration to new members if they completed an application by May 1 to increase new member recruitment.
  - Conducted direct outreach to welcome new members and encourage new member applications.
PAST PRESIDENTS COUNCIL

Unanimously decided to continue the Past President’s Scholarship in 2020.
Implemented a student mentorship program in which each past president will select a student, invite them to conference and provide on-site mentoring to them at the Annual Conference.
Initiated the Memory Project to interview and collect stories from past presidents for FCCMA’s permanent record.

PROFESSIONAL DEVELOPMENT COMMITTEE

Developed 12 monthly webinars on topics such as leadership culture, citizen engagement, homelessness, workforce collaboration, recruitment and retention of quality employees.
Suspended regular webinars in April in favor of 30-minute weekly video/call conference with mostly open-ended discussions on COVID-19 topics.
Assisted regional directors with onsite trainings.
Planned the Fall Symposium with the theme “What Keeps Managers Up at Night?” located in St. Petersburg.
Created a toolkit for local internship programs.

PROFESSIONAL MANAGEMENT MATTERS COMMITTEE

Demonstrated the value of professional management by the adaptation of managers to the challenging conditions brought on by the COVID-19 pandemic.
Offered an ethics training in Pinellas Park allowing managers to show their commitment to ethics.
Through the reporting done by elected officials, they informed citizens how their communities have grown and adapted through the assistance provided by a professional manager.

STUDENT COUNCIL

Continued to strengthen the association’s relationships with the state’s universities and other educational institutions.
Served as contact/liaison with the universities.
Disseminated FCCMA updates to universities.

This concludes the content of the page.
The theme for this year was “What Does the City/County of the Future Look Like.”

Larry Schooler facilitated the event, and Richard Hadden and David Houle were the keynote speakers.

Feedback from the sold-out event was very positive.

Session addressed:
- Employer: How does the employer create a great place to work? How will you recruit talented people to your organization in the future?
- Citizen: What will the external stakeholders (citizens, businesses, etc.) expect from government?
- Employee: What skills will employees need to work in the city/county of the future?

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 placement, 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.

PARTNERS

FCCMA values its relationships with its partners: The Alliance for Innovation; Beth Rawlins, Inc.; Business Watch; Center for Florida Local Government Excellence; 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

Kim Bradford is the chief operating officer for the Alliance for Innovation. She became FCCMA’s liaison to the Alliance in 2019. 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.

The Senior Advisors serve in many capacities. Tasks include:
- Contacting members in crisis.
- Providing confidential guidance to members.
- Contacting new chief administrative officers or new members.
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. 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. Bob worked closely with FCCMA’s Professional Development Committee to provide webinars and develop a program for the symposium. Bob also worked with the district directors to develop at least one onsite training in each district. Unfortunately, many of the onsite trainings were canceled this year due to COVID-19.

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 (full-time) with Chelsea Rosasco (part-time) and Nykierama Cooper (part-time) serve as administrative assistants. 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.