

**Florida City and County Management Association
Board of Directors
Wednesday, February 4, 2009
Casa Monica Hotel, St. Augustine**

President Mitchell called the meeting to order at 1:05 p.m. with the following members present:

President Edward Mitchell, City Administrator, West Palm Beach
President-Elect Joseph Gallegos, City Manager, Wilton Manors
Secretary-Treasurer Carl Harness, Public Safety Administrator, Hillsborough County
Past-President Barbara Lipscomb, City Manager, Casselberry
District I Director Joyce Shanahan, City Manager, Fort Walton Beach
District II Director Oel Wingo, Assistant City Manager, Palm Coast
District III Director Jon Lewis, Deputy City Manager, Palm Bay
District IV Director Sarah Hannah, Assistant Town Manager, Palm Beach
District VII Director Russ Blackburn, City Manager, Gainesville
District VIII Director Charles Saddler, Town Manager, Dundee
At-large Director George Brown, Deputy City Manager, Boca Raton
At-large Director, Vincent Long, Deputy County Administrator, Leon County
At-large Director Rex Taylor, Town Manager, South Palm Beach

Members Absent:

District V Director Jeffrey Miller, City Manager, Tamarac
District VI Director Terrance Stewart, City Manager, Cape Coral

Others in attendance:

Bob Lee, Executive Director, CFLGE
Paul Sharon, Range Rider
Casey Cook, FLC
Jeff Hendry, Executive Director, IOG
Beth Rawlins, Corporate Liaison
Angela Crist, IOG
Brad Johnson, EPC Co-Chair
Suzanne Sherman, EPC Co-Chair
Chris Holley, Executive Director, FAC
Bonnie Svercek, ICMA
Fran Barry, FSU School of Public Administration (2:30)
Lynn Tipton, Executive Director
Lynn Lovallo, Executive Assistant

After a welcome from President Mitchell, introductions were made. President Mitchell asked the board members and affiliate representatives to fill out the staff evaluations and return them to him.

Six self-nominations for the one at-large seat available were received. The other spot for the Nominating Committee to consider is the Secretary/Treasurer.

President Mitchell asked for everyone to send him suggestions for awards for this year.

President Mitchell opened a discussion regarding censuring of members and how or should it affect the status of an MIT. The Ethics Committee had reviewed a member who requested MIT status. There were recommendations for strengthening the requirements for MIT and for membership considering any censuring of a member or prospective member or MIT.

Moved by Mr. Blackburn to refer this issue to the Membership Committee with help from Mr. Taylor and Ms. Hannah. There was no opposition, and the motion passed.

Everyone was asked to please remember the MITs for projects.

Consent Agenda

Moved by Mr. Taylor, seconded by Mr. Harness to approve the minutes of February 4 as changed.

Moved by Mr. Saddler, seconded by Mr. Harness to approve all the remaining items on the consent agenda: the RFP and Agreement for a Joint Conference with the Alliance in 2011; Six-Month Range Rider Report; Rotation Policy for Conference; First Quarter Fiscal 2009 Financial Statements. There was no opposition, and the motion passed.

Officer and Director Reports

District 1: Ms. Shanahan reported that she contacted potential members in her district with little success.

District 2: Ms. Wingo reported that four or five from her district have applied as new members.

District 3: Mr. Lewis reported four or five new members.

District 4: Ms. Hannah reported that she has seen a small membership increase from her district. District 4 held training on January 9.

District 5: Mr. Miller was absent, but Mr. Gallegos reported that their local group increased their dues so that lunch would be covered at their meetings. They also had their CFLGE training and have added a couple of new members.

District 6: No report

District 7: Mr. Blackburn reported that District 7 split their CFLGE training into two sessions due to the large geographic area 7 covers. The Canvassing Committee for the district election has been appointed. There are one or two new members from this district.

District 8: Mr. Saddler reported that membership in District 8 is holding. Polk managers meet monthly and have a very strong organization.

At-large Director Brown reported that the So You Want To Be regional on January 30 was great.

At-large Director Long reported that he is working on members in District 1.

At-large Director Taylor reported that Ken Schenk's wife passed away, if anyone in the group knew Ken.

Ms. Rawlins reported next saying this is a tough fund-raising year. She has sold 29 booths out of a possible 70. Sponsorship sales total \$54,500 out of a budgeted amount of \$66,000. Beth asked for help to raise another \$40,000 by conference.

She continued her report by presenting the Cracker Barrel nominees. Beth reviewed the nominees.

Moved by Mr. Harness and seconded by Mr. Brown to approve four and add the fifth if possible. Try to have the other companies purchase a booth.

Discussion: Mr. Saddler asked if these sessions run concurrently and if there is space. He was advised that there is actually room for six.

The motion passed without opposition.

Ms. Rawlins continued with her report and gave an update on the professional management challenges. The Sarasota group is well organized. Beth wants to do a mailout that costs \$4500-\$5000, \$3000 of which would be split between FCCMA and ICMA. No money was budgeted for professional management in FY09, as the Board decided to take these situations up on a case-by-case basis.

Moved by Ms. Lipscomb, seconded by Mr. Long to approve a \$1500 expenditure matched by ICMA. No one was opposed, and the motion passed.

The ICMA report was given by Ms. Bonnie Svercek, S.E. Regional Vice President. She said they are working on the challenge of increasing membership. The January drop of members was the most in a long time. They are working on how to help members retain their memberships. They are open to receiving proposals from state associations as to how to partner. She said ethics remain the cornerstone of the Association. ICMA adopted a lower, graduated dues rate of \$150 per year for entry level, mid-management positions. She encouraged everyone to visit the ICMA web site often and especially to read the white paper done with the Alliance on economic challenges. She told everyone that housing for the Montreal conference opens up June 1 with room rates of \$183-\$253. She asked that everyone continue to support the Fund for Professional Management. They are trying to raise \$130,000 for the campaign to demonstrate the value and importance of professional local government management and are hoping for \$65,000 from fund raising being requested of the state associations.

Mr. Holley reported for the Florida Association of Counties and handed out the legislative program. He said a joint meeting was held with FLC and the school boards. He reviewed what is expected from the session and stressed they want to be at the table as discussions occur on new revenue sources.

Mr. Lee reported for the CFLGE. His report was included in the agenda packet. He introduced Fran Berry, who heads the Askew School at FSU.

Moved by Mr. Blackburn and seconded by Mr. Long to approve the second quarter payment of \$15,000 to the Center. The motion passed without opposition.

Ms. Tipton gave her Executive Director's report and discussed several expected plan challenges. She asked for names of people to call on to be a "quick response" contact as amendments come through during session. Mr. Long volunteered to get those people identified.

Ms. Tipton asked the Board for permission to sign the annual report with the state rather than an officer.

Moved by Ms. Shanahan, seconded by Mr. Saddler to authorize the Executive Director to sign the Annual Report to the State of Florida. The motion passed without opposition.

Ms. Tipton continued with her report and asked the Board to grant a leave to Bud Parmer while he serves as interim county manager in Gadsden County. The Board also welcomed back Paul Sharon from Iraq. **The Board expressed consensus to grant the leave.**

Ms. Tipton said she has written, with President Mitchell and Mr. Brown's assistance, a letter of rebuttal to the Sun Sentinel editorial.

Mr. Saddler reported for the Awards Committee. They will get busy in March with this year's selections. A recommendation was made to re-evaluate the awards program for 2010.

Conference Planning: President-Elect and Conference Chair Gallegos provided the Board with a quick update.

EPC: Suzanne Sherman and Brad Johnson, co-chairs of the Emerging Professionals Council, reported for the Council. The Career Development Luncheon is finalized. The So You Want To Be... session on January 30 was very successful with 40 in attendance. The phone panel discussions kicked off in January with over 70 participants on the transportation call. The next one is February 12.

Ms. Sherman and Mr. Johnson submitted a proposal to restructure the EPC. They provided background, historical information and said restructuring would let them reach out and benefit more of the membership and address the four life cycles of the manager. They referred their plans back to the recently-adopted strategic plan. An organizational chart was provided. Mr.

Lewis expressed a concern that this plan takes away the prerogative of the president to structure committees as he/she sees fit. The scope of responsibility is very large.

Moved by Mr. Gallegos, seconded by Ms. Shanahan to adopt the restructure of the Emerging Professionals Council.

An amendment was suggested that a Board policy be adopted to allow for continuity.

The amendment was accepted by Mr. Gallegos and Ms. Shanahan, and the motion passed without opposition.

Legislative Committee: Mr. Long provided a written report included in the packet and handed out an update on what's happening at the Capitol. A legislative schedule was included in the report.

Local Government Awareness/Public Relations: Mr. Brown agreed to having this committee pull together at least five case studies of specific city services for fourth and seventh grade level civics projects.

MIT Committee: Mr. Taylor reported that two conference calls were held for MITs—the first featured Colin Baenziger. ICMA also has a monthly call for the MITs. Mr. Taylor has sent out an informational memo regarding the IOG's contract work with special districts and others. He is trying to create a list of websites helpful to MITs. Mr. Long said the federal stimulus money should create opportunities for project managers—work for MITs.

Membership Committee: Mr. Hanson, chairman of the Membership Committee, submitted a request for a wording change to the student member category to “any person who is a student in Public Administration or related degree that intends to follow a career in local government.”

Moved by Mr. Lewis, seconded by Mr. Brown to change the wording as proposed.

Discussion followed and motion was tabled.

Moved by Mr. Blackburn, seconded by Mr. Saddler to table the membership change for students and refer it back to the Membership Committee. Ask that a fiscal impact be included in the proposal. The motion passed unopposed.

Strategic Plan: Mr. Lewis presented an action plan for the implementation of the newly-adopted strategic plan. It was included in the agenda packets, and Mr. Lewis pointed out some of the points.

Moved to approve and develop a Board policy “that calls for the adoption of a multi-year strategic plan and for adopting an annual work plan at the discretion of the President and the Board of Directors that meets the objectives set forth therein.” The motion passed without opposition.

Technology and Public Information Committee (TPIC): Ms. Hannah provided updates on the Committee's work plan in a written report included in the agenda packets. Peter Block has agreed to do a webinar on March 11 at 1:00 as a follow-up to the Winter Institute. The Board agreed to the suggestion of charging \$35 to attendees of the webinar that were not at the Winter Institute.

Mr. Hendry reported that the CFLGE received a donation of \$3500 from the FGFOA. Mr. Harness asked if FCCMA might take an opportunity to promote on a national level what FCCMA has done with the Center and apply for an ICMA award. Ms. Tipton, Mr. Mitchell and Mr. Lee will discuss this.

Upon a motion and a second, the meeting adjourned at 4:55 p.m.

Respectfully Submitted,

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

Lynn Tipton
Executive Director

Signature-Presiding Officer