



The MANAGER

FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION
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By Lynn Tipton

It was great to see the turnout of county managers and their management teams at the Florida Association of Counties' annual conference in Tampa! Your FCCMA officers and staff held a budget development meeting and also attended the County Manager session. A good deal of the discussion centered on the oil disaster; no surprise. We conducted a survey among the city and county managers (thank you to those who replied) to gauge the best roles for both FCCMA and ICMA over the next year.

While we are still accepting replies, the answers so far indicate that supporting FAC and FLC in their legislative roles is most important, followed by liaison assistance with federal and state agencies for both ICMA and FCCMA. In addition, providing training on filing paperwork was next on the list of importance, followed closely by helping to put teams together to assist affected areas, as FCCMA has done with hurricanes in the past.

There isn't a happy ending to this disaster situation for anyone – and I hope FCCMA can be one of the conveners, with the Center for Florida Local Government Excellence, of the post-disaster conversation. I believe our members, YOU, can be a great voice on not only the lessons learned, but on the precautions for cities and counties to take in the future. Please stay in touch with us if you have ideas for this type of seminar – and other ideas you have for outreach and dialogue across the state.

ICMA Dutch Treat Dinner

Dutch Treat Dinner -For those of you traveling to San Jose for the ICMA Conference, reservations have been made at McCormick & Schmick's Seafood Restaurant, 170 South Market Street for Monday, October 18. Dinner is scheduled for 6:30 p.m. and you will have a choice of three entrees. The menu includes a salad of mixed greens; choice of Tilapia, Tierra Del Fuego, Argentina — cashew crusted with Jamaican Rum Butter; 6 oz. Petit Filet served with Maitre d'Hotel Butter and Chicken Marsala served in a traditional mushroom marsala sauce; Upside Down Walnut Crusted Apple Pie served a la mode with vanilla bean ice cream for dessert. Beverages will be provided. The cost will be approximately \$40 per person, which includes taxes and gratuity. We are trying to get an idea of how many will be able to attend so we can give you a definite price. The dinner is partially funded by FCCMA in lieu of hosting a hospitality suite. **Please email Carol Russell at crussell@flicities.com if you plan to attend the dinner.** A registration form will be sent out later.

How BOLD Can Government Be?

Join us for the premier conference for local government

In the true spirit of partnership and collaboration, the Alliance for Innovation, the Florida City and County Management Association, the City of Clearwater and Pinellas County, Florida join forces in 2011 to bring you the premier thinking conference for local government.

Blending the best of both the Alliance and FCCMA conferences, we are creating an atmosphere unlike any other event offered to local government professionals. Capitalizing on an amazing venue, beautiful Clearwater Beach, the 2011 Transforming Local Government (TLG)/FCCMA conference will focus on inspiring, rejuvenating and renewing your spirit of public service.

During the 2011 TLG/FCCMA Conference, participants will explore questions surrounding the bold action required to meet today's challenges. This time of change demands new ideas and approaches to address the "new normal." Doing more with less, refocusing our priorities and becoming more collaborative will be explored throughout this conference.

Through stellar case study sessions, you will take an in depth look at the ingenuity and creativity of successful government programs. During stimulating keynote sessions, you'll be inspired to tap into new energy and a sense of reinforced commitment to your work.

As the professional association for Florida's City and County Managers, FCCMA provides the leading forum for the exchange of experiences, discussion of problems and study of solutions within the state. FCCMA conferences advance excellence and encourage growth in professional management, while providing preeminent social events for networking among executive level local government professionals.

TLG attracts participation from local governments that are deliberately seeking new and innovative ways to connect people, information and ideas that support their efforts to be the best communities in which to live, grow, work, play and prosper. TLG is recognized for its dynamic content that encourages freethinking and fosters unprecedented ideas and is specifically designed to promote team building.

This winning combination of top notch content and fantastic networking events on Clearwater Beach, still one of the most pristine white sand beaches in the United States, promises to provide participants a learning experience unlike any you have ever enjoyed before.

Learn more about the Alliance for Innovation at www.transformgov.org. Visit FCCMA online at www.fccma.org. Stay updated on the developments at the 2011 conference by visiting www.tlgconference.org.

REMINDER: FCCMA and the Alliance for Innovation are now accepting case study applications from those governments looking to present at the 2011 conference.

Case studies must be submitted by **August 15, 2010**. Each government can submit up to two applications for consideration. Every application is reviewed and submitters are interviewed by Alliance Regional Directors. Using the same evaluation system, the case study application is weighed and scored at the conclusion of the oral interview. All applications are then sent to selection committee made up Alliance and FCCMA representatives for final selection. Case study applications are to address innovative excellence related to one of the following topics:

- ▣ **Collaboration and Partnerships** – Public-private partnerships, Public-public partnerships, Public-non-profit partnerships, Regionalism, Shared service delivery
- ▣ **Management Strategies for Continuous Improvement** – How we position ourselves to act boldly – value added service delivery, streamlining operations, cross departmental teaming, organizational models, reorganization, measuring performance
- ▣ **Public Involvement** – new and innovative approaches to engaging citizens – involving the public in priority setting, citizen education (growing good citizens, reaching new audiences) and communication techniques (high-tech, town halls, increased participation)
- ▣ **Local Government Professionals Toolbox** – Skills for today’s leaders – scenario planning, SWOT, Strategic Planning, Organizational Development and Learning in Tough times, Exposure to concepts like HPO, Lean Government and ISO

We encourage all local governments with a story to tell to consider submitting an application for the conference. This will be an opportunity to share your story with a national audience.

Link here (<http://www.tlgconference.org/casestudysubmittal.pdf>) to view the case study submittal form. Submit electronic case study applications to Brandi Allen, Conferences and Education Director, Alliance for Innovation at ballen@transformgov.org.

Legislation Impacting Every City and County

HB 631 passed (and was signed) during the 2010 session and took effect July 1st. Essentially, the bill allows local governments to authorize a code enforcement officer to issue a citation or have a vehicle removed if the vehicle is parked for the purpose of advertising that the vehicle is for rent, hire or sale if it is parked illegally and in violation of Florida law. The violator can be fined \$100 which is retained by the governing authority. Some local governments have been

having problems with shady car dealers parking cars that are for sale on medians and illegally on the side of the road and this new law allows cities to handle the problem.

316.1951. Parking for certain purposes prohibited; sale of motor vehicles; prohibited acts.

- (1) It is unlawful for any person to park a motor vehicle, as defined in s.320.01, F.S., for sale upon a public street or highway, a public parking lot, or other public property, or upon private property where the public has the right to travel by motor vehicle, for the principal purpose and intent of displaying the motor vehicle thereon for sale, hire, or rental unless the sale, hire, or rental of the motor vehicle is specifically authorized on such property by municipal or county regulation and the person is in compliance with all municipal or county licensing regulations.
- (2) The provision of section 316.1951(1), F.S., does not prohibit a person from parking their own motor vehicle on their own personal property or any private real property which the person owns or leases or on private real property which the person does not own or lease but for which they obtain permission of the owner, or on a public street immediately adjacent thereto, for the principal purpose and intent of sale, hire, or rental.
- (3) Subsection (1) does not prohibit a licensed motor vehicle dealer from displaying for sale or offering for sale motor vehicles at locations other than the dealer's licensed location if the dealer has been issued a supplemental license for off-premises sales, as provided in s. 320.27(5), F.S., and has complied with the requirements in subsection (1). A vehicle displayed for sale by a licensed dealer at any location other than the dealer's licensed location is subject to immediate removal without warning.
- (4) A local government may adopt an ordinance to allow the towing of a motor vehicle parked in violation of this section. A law enforcement officer or compliance examiner/officer, code enforcement officer from any local government agency, or supervisor of DHSMV may issue a citation and cause to be immediately removed, at the owner's expense, any motor vehicle found in violation of section 316.1951(1), F.S., except as provided in subsections (2) and (3), or in violation of subsection (5), subsection (6), subsection (7), or subsection (8), and the owner shall be assessed a penalty as provided in s. 318.18(21) by the government agency or authority that orders immediate removal of the motor vehicle. A motor vehicle removed under this section shall not be released from an impound or towing and storage facility before a release form prescribed by the Department has been completed verifying that the fine has been paid to the government agency or authority that ordered immediate removal of the motor vehicle. However, the owner may pay towing and storage charges to the towing and storage facility pursuant to s. 713.78 before payment of the fine or before the release form has been completed.
- (5) It is unlawful to offer a vehicle for sale if the vehicle identification number has been destroyed, removed, covered, altered or defaced, as described in s.319.33(1)(d), F.S. A vehicle found in violation of this subsection is subject to immediate removal without warning.

- (6) It is unlawful to knowingly attach to any motor vehicle a registration that was not assigned or lawfully transferred to the vehicle pursuant to s. 320.261, F.S., a vehicle found in violation of this subsection is subject to immediate removal without warning.
- (7) It is unlawful to display or offer for sale a vehicle that does not have a valid registration as provided in s. 320.02, F.S. A vehicle found in violation of this subsection is subject to immediate removal without warning. This subsection does not apply to vehicles and recreational vehicles being offered for sale through motor vehicle auctions as defined in s.320.27(1)(C)(4), F.S.
- (8) A vehicle is subject to immediate removal without warning if it bears the telephone number that has been displayed on three or more vehicles offered for sale within a 12-month period.
- (9) Any other provision of law to the contrary notwithstanding, a violation of subsection (1), subsection (5), subsection (6), subsection (7), or subsection (8) shall subject the owner of such motor vehicle to towing fees reasonably necessitated by removal and storage of the motor vehicle and a fine as required by s. 318.18.
- (10) This section does not prohibit the governing body of a municipality or county, with respect to streets, highways, or other property under its jurisdiction, from regulating the parking of motor vehicles for any purpose.
- (11) A violation of this section is a non-criminal traffic infraction, punishable as a non-moving violation as provided in chapter 318, unless otherwise mandated by law

Section 318.18 (21), F.S., provides that one hundred dollars for a violation of s.316.1951 for a vehicle that is unlawfully displayed for sale, hire, or rental. Notwithstanding any other law to the contrary, fines collected under this subsection shall be retained by the governing authority that authorized towing of the vehicle. Fines collected by the Department shall be deposited into the Highway Safety Operating Trust Fund.

For more information about this bill, go to [HB 631](#).

Significant Change in Law Relating To Your City's Sales Tax Exemption

The exemption from sales tax on sales made to cities has been substantially revised. The law now provides that the exemption from sales tax does not include sales of tangible personal property made to contractors employed directly to or as agents of a city when the tangible personal property goes into or becomes a part of public works owned by the city. A determination of whether a particular transaction is properly characterized as an exempt sale to a city or a taxable sale to a contractor is to be based upon the substance of the transaction. A detailed process is established for cities to claim the sales tax exemption and provide contractors and dealers with a "certificate of entitlement to the exemption" for specified sales. If the Department of Revenue later determines that such sales, in which the city provided the dealer

and the contractor with a certificate of entitlement to the exemption, were not exempt sales to the city, the city is liability for any tax, penalty, and interest determined to be owed on such transactions. The city is prohibited from transferring liability for any such tax, penalty, and interest to another party by contract or agreement. The Department of Revenue will adopt rules for determining whether a particular transaction is properly characterized as an exempt sale to a city or a taxable sale to a contractor and develop a form for a “certificate of entitlement to the exemption.” Please discuss these changes to the law with your city attorney.

Talking About Your City Budget: Tips for Public Engagement

Talking about finances and the budget can be difficult. To help, the Florida League of Cities recently released a short video titled “Talking About Your City Budget: Tips for Public Engagement.” The video, which was developed for elected officials, features Dr. Scott Paine, former city councilmember, noted author, professor and FLC blogger, providing insight and suggestions on ways to discuss your budget. Your elected officials might find this information useful.

To view the video, visit <http://www.floridaleagueofcities.com/Advocacy.aspx?CNID=3197>.

FCCMA Directory

The FCCMA directories were mailed on July 1. If you have not received your copy of the directory, please contact Carol Russell at crussell@flcities.com or (850) 222-9684.

Historian Corner

By Richard Simmons, Range Rider

At the 2011 Annual Conference Dick Simmons will be honored as a 60-year member of FCCMA. He is the longest active member of FCCMA. Oscar Hettema will celebrate 65 years. We have asked him to share some of FCCMA’s history with you in a column each month this year.

Florida had a number of City Managers prior to World War II. The Council Manager Plan grew rapidly in Florida, since many of the Cities were formed and grew in the “Florida Boom” slightly before and after 1920 up through the depression in 1929. The Council Manager plan was brand new and was listed as the Model City Charter. The same trend was true in Arizona and California and other newly formed states. The Commission form was established in early 1900’s in Galveston, Texas. For that reason many Florida Cities called their legislative body, City Commissioners and still use that name today, even though the Commission Form is almost non-existent. In Florida Commission-Manager Form is really Council-Manager type.

The first attempt to organize the City Managers was at meeting of the Florida Municipal League (Now FLC) in 1946 in Orlando, when the managers in attendance met to discuss mutual problems. The first annual meeting of City Managers was in 1947. The meeting was held in Gainesville and was called the 1st Annual City Manager’s Short Course. The Managers wanted their annual meeting to be known as university training and not be viewed by citizens as a conference. The City Manager’s Short Course continued to be held at Gainesville until 1952, when it was decided that we all needed to see what was then a state-of-the-art sewer plant. The

agreement to leave Gainesville was authorized by the Board, with a provision that we would return to the University of Florida and Gainesville at least every 7 years. In the years following World War II there were no County Managers and many of the City Manager's were Engineers, since Public Works was the main need and social problems were not considered a municipal function.

In Memoriam of Belinda Bateman

Belinda "Be" Lathem Bateman, City Manager of Belle Isle, passed away on Wednesday July 7, 2010, from complications of carcinoid syndrome. At the time of her death, Be was the City Manager for the City of Belle Isle. She served the city for over 20 years and was instrumental in developing or improving several community parks, rehabbing the City's signature bridge, establishing the Belle Isle Police Department, and the soon to open Cornerstone Charter School. Be was devoted to her residents and worked tirelessly to serve them. Her memorial service is Thursday, July 15, at 2:30 p.m. at Reeves United Methodist Church in Orlando. In lieu of flowers contributions in her name may be made to Reeves United Methodist Church.

City of Largo Needs a Legislative Intern

This is temporary, volunteer work in an entry level profession position, usually filled by a student for which an internship is a requirement for their degree. Work will involve general public administration with specific emphasis on legislative analysis, grants, and issues relating to the City Clerk's Office. Interns receive work assignments from a superior who is readily available to provide close guidance and supervision. **ESSENTIAL DUTIES AND RESPONSIBILITIES:** Participates in data gathering through research and communications with applicable resources and government agencies; Inputs data into databases, spreadsheets, and/or word processing equipment for analysis and reporting; Assist in evaluation of grant opportunities, preparation of required applications and memorandum, and implementation of grant contract requirements; Prepares comprehensive reports which may include financial analysis, feasibility studies, contract analysis, budget preparation, and organizational studies; Researches administrative policies for compliance; Reviews city files related to grants and contracts for compliance with audit, retention and contractual requirements; Develops summaries for press releases, updates for website, and assists with public hearing advertisements; Assists with public records requests, coordination of Commission agenda and memorandum, and maintenance of retained records; Evaluates department operations and recommends changes for program improvement; and Duties and responsibilities vary based on subject matter of internship. Performs related work as required. **MINIMUM QUALIFICATIONS:** Training and Experience: Enrollment in a degree seeking program in a college or university in a field related to the internship. Knowledge, Skills and Abilities: Knowledge of research methods and procedures. Knowledge of principles and practices of municipal government in general or a specific field, e.g. Budget, law, planning, recreation. Knowledge of computer technology and the use of electronic spreadsheets, databases, and word processors. Ability to analyze detailed data, and prepare and present reports. Ability to communicate clearly and concisely in verbal and written forms. Everyone interested need to apply for the position on our website at www.largo.com.

Certified Public Technology Leadership Programs

The Florida Institute of Government at Florida State University is offering certification in local government technology leadership. The certification consists of two levels: Certified Public Technology Manager and Certified Chief Information Officer.

Both programs start July 19, 2010 and are open to technology professionals who are employed by a city, county, constitutional office, school district or other local government organization. These programs are also designed to meet the standards of a national certification currently being developed by the Florida Institute of Government and the Public Technology Institute.

For more information about these programs, contact Debby Smallwood at (850) 487-1870 or cptm@iog.fsu.edu.

Redevelopment Academy – Redevelopment Finance Course

The Florida Redevelopment Association will hold a redevelopment academy on July 20 and 21, 2010 at the Embassy Suites Orlando North, 225 Shorecrest Drive, Altamonte Springs, FL 32701. The topics to be discussed will be Community Redevelopment Financing Deals; Introduction to Business Credit Analysis; Analyzing the Balance Sheet and Profit & Loss Statement; Ratio Analysis; The Credit Question; and Redevelopment Real Estate Financing. Stephanie Dugan, Director for the National Development Council will be the instructor. Register online at www.redevelopment.net. For more information, contact Carol Westmoreland at cwestmoreland@flcities.com.

2010 Florida Local Environmental Resource Agencies Annual Conference

The 2010 Florida Local Environmental Resource Agencies Annual Conference will be held July 28-30 at the Hyatt Regency Sarasota. This year's theme is *Leveraging the Green Revolution*, and is focused on helping Florida's environmental leaders develop and achieve their environmental and sustainability goals.

You won't find a better training value! For as low as \$255 you will receive 2 ½-days of exceptional presentations with two tracks of breakout workshops covering such topics as planning and responding to disasters like the Deepwater Horizon Oil Spill, green initiative success stories, how to be a certified green government, new developments in fertilizer regulations, community collaboration, green roofs, and much more! And that's not all...we're also offering several discounts, a complimentary guided tour of Mote Marine Laboratory and an evening Dinner Reception with exclusive access to Mote Marine's Aquarium!

For registration information go to <http://www.flera.org/conference.html>.

Developer Match Up at FRA Conference

The Florida Redevelopment Association is trying something new at their upcoming annual conference October 13-15, 2010 at the Peabody Orlando. Contact Carol Westmoreland at cwestmoreland@flcities.com, 850-701-3608, or www.redevelopment.net if you are interested in signing up for this **Developer Match Up**, an exhibit style event from 9:00 am - 3:00 p.m. on

Thursday, October 14, during the conference. As a public sector FRA member, you are cordially invited and encouraged to present your property or portfolio of properties at this event. For the registration fee of \$100, you will receive: A six foot skirted table, two chairs; promotion of the event to a wide sector of private sector investors, from all around the state; consultation with experts in the fields of commercial real estate, financing and environmental issues; refreshments (does not include lunch at Thursday keynote session); and pre-printed banner with the name of your entity. You will also have access to experts from the real estate, financial and environmental fields who can answer your questions about how to best attract redevelopers to your sites.

MIT News and Update

Listed here are the current members-in-transition. We have added the members' district so please take a minute to show your support by emailing the MITs in your district. **Barbara Barnes-Buchanan**, former assistant city manager of Bonita Springs, District VI, b_barnesb@yahoo.com; **Susan Boyer**, former manager of Crystal River, District VIII, sboyerhwood@aol.com; **Matt Brock**, former manager of Grant-Valkaria, District IV, mattbrock42@hotmail.com; **Jim Coleman**, former manager of Williston, District VIII, jfcoleman@embarqmail.com; **Cynthia Coto**, former manager of Seminole County, District III, cindyacoto@gmail.com; **Kathleen Dailey**, former assistant manager of Punta Gorda, District VI, blueeyes523@hotmail.com; **Richard Diamond**, former manager of Bunnell, District II, richardrdiamond@gmail.com; **John Drago**, former administrator of Longwood, District III, Jdrago1@cfl.rr.com; Cynthia Hall, former manager of Lake County, District VIII, hallcindy12@yahoo.com; **Laura Hannah**, former assistant manager of Lake Worth, thedualgirl@gmail.com; **Lillie Latimore**, former manager of Pahokee, District 0, llatimore@aol.com; **D. Wayne O'Neal**, former administrator of Hendry County, District VI, wayne.oneal@yahoo.com; **Richard Reade**, former manager of Port Richey; District III, **Markae Rupp**, former administrator of Arcadia, District VIII, recmngt@yahoo.com; **Charles Saddler**, former manager of Dundee, District VIII, csaddler@tampabay.rr.com; **Donald D. Stilwell**, former manager of Lee County, District VI, DDStilwell@embarqmail.com; and **Tom Willi**, former manager of Monroe County, District VI, thomas-willi@hotmail.com.

New Members

The following membership applications have been received. If no current member comes forth with a reason why these applicants should not be approved as members, they will be invoiced for dues. **Mark A. Kutney**, District IV, Deputy City Manager, Belle Glade, full member.

Positions

Finance Director — Arcadia — The City of Arcadia, Florida (pop. 6,700) is seeking a Finance Director. This is an exempt position performing high-level administration and financial management work with oversight of the finance, payroll, budget, and utility billing functions. The position directs and supervises staff in the performance of functions necessary to conduct accounting, general ledger, accounts receivable, revenue collection, accounts payable, pre-audit, cash management investments, payroll, check distribution, information reporting, and record keeping. The director will develop internal procedures, controls and policy for the finance department, advises on technical accounting issues, financial control matters and policy

compliance; ensures review and monitoring of pending, current, and past departmental and City Council budgetary/financial actions; confers with elected officials, City Administrator, department directors, and their staff regarding finance services issues, ensures financial compliance with budgetary policy, generally accepted accounting principles, GASB and other applicable regulatory standards. Administers daily operations through direction and guidance of accounting and clerical staff under charge; directs and assists staff in development, planning, and review of technical, mechanical and legal aspects of various finance issues, i.e., disbursements, annual financial reporting (CAFR), grants. Performs personnel management functions, i.e., selection, training, and guidance as well as performance evaluations and disciplinary action for office staff and utility billing personnel. Performs review and analysis in planning and development of financial services; applies knowledge of principles of organizational structure, governmental accounting systems, and organizational objectives. Prepares and/or reviews and/or signs correspondence relating to finance services as directed; provides back-up authorization for wiring/transfer of funds. This position requires a demonstrated knowledge of governmental accounting, exceptional written and verbal communications skills, strong leadership skills and unquestionable personal integrity. Minimum Requirements: Bachelor's degree in Accounting, Finance, or Business Administration, with a Masters degree preferred; supplemented by five (5) or more years progressively responsible managerial, administrative and technical experience that provides expertise in accounting, budget, and governmental finance practices; or an equivalent combination of education, training, and experience. Salary range: \$48,000 - \$52,000. Open until filled however applications will be reviewed and considered as received. Submit resume and cover letter to: Dana Williams, CMC, City of Arcadia, 23 N. Polk Ave., Arcadia, FL 34266 or by email to dwilliams@arcadia-fl.gov.

County Manager — Baker County, Florida — *Salary: \$70,000 - \$90,000 DOQ.* The Baker County Board of Commissioners seeks qualified applicants for the position of **County Manager**. Population 26,000. Chief administrative office with statutory authority. Progressive County in Northeast Florida poised for residential and industrial growth from Jacksonville. Excellent schools and attractive rural environment. \$33.3 General Fund Budget; 100 employees, 5 member energetic Board. Please email jobs@bakercountyfl.org for a complete position description, required qualifications, county profile and other information. Required: Minimum of Bachelor's degree with 6 years in Senior level management. Knowledge of budget/finance, human resources, purchasing, intergovernmental relations, planning and general county operations; strong interpersonal skills and commitment to team management and citizen participation/service. Application letter, resume, & professional references to jobs@bakercountyfl.org or 55 North Third Street, Macclenny FL 32063, **Attention Sara Little** no later than July 30, 2010 by 4:00pm.

Director of Utilities — Charlotte County, Florida — The DIRECTOR, UTILITIES performs highly responsible professional, administrative and managerial work directing the operations of water and wastewater utilities, collection and distribution systems and reclaimed water distribution. Responsibility includes the direction and coordination of the activities of a 200+ person staff in the economical and efficient treatment and distribution of potable water as well as the treatment, collection, and disposal of wastewater. Appraises the adequacy and efficiency of existing facilities for the distribution of water, for sanitary sewage and wastewater treatment, for the development of plans to meet probable future needs and the operation and maintenance of existing facilities. Utility

is currently expanding several of their facilities to meet the demands of future growth. Plans are being developed to systematically convert septic tank areas to central sewer. Reviews and recommends annual budget projections, goals and objectives. Work is performed under the general direction of the County Administrator or his/her designee. Solid management and technical skills are required and the ability to serve as spokesperson for the Utility before the Board of County Commissioners and numerous public organizations. Bachelor's Degree in civil engineering, public administration, business administration, environmental science, or related field, and eight (8) years or more of progressively responsible utility system experience including considerable supervisory responsibility at a senior management level; or an equivalent combination of training, education and experience. Water and/or Wastewater Certification preferred. Authorized hiring range for the position is \$72,550 to \$100,000, DOQ. The County offers an attractive benefits package. Apply on-line to Charlotte County Human Resources, at www.charlottecountyfl.com, click on Employment. Charlotte County is an equal opportunity employer. Minorities and women are strongly encouraged to apply. Charlotte County is a drug-free work place.

City Manager – City of Flagler Beach – (pop. 5533) The City of Flagler Beach is located in Flagler County in East Central Florida on the beautiful Atlantic Ocean with the Intracoastal Waterway bisecting the City. Flagler Beach has a City Manager form of government with a Mayor and five Commissioners elected at large, on a non-partisan basis, for three-year staggered terms. The City has a \$4.99-million general fund operating budget and 67 full-time employees. City services include police, fire, seasonal beach lifeguards, parks/recreation, library, public works, water, wastewater and garbage collection. The City also has an active Community Redevelopment Agency. Applicants must possess a minimum of a Bachelor's Degree in Public Administration or a business related field. A Master's Degree is preferred. City residency is required after hiring. Salary Range \$70,000 - \$90,000. Résumé should be sent to the HR Department, City of Flagler Beach, P.O. Box 70, Flagler Beach, FL 32136 and must be received by close of business July 30, 2010. EEOC/DFWP. More information may be accessed at www.cityofflaglerbeach.com

City Manager – Green Cove Springs, Florida – Population 6,600. City provides electric, water, wastewater and solid waste services. Requires Bachelor's Degree in public administration, management, engineering or related field from an accredited college or university. Requires at least three years demonstrated management experience as a city or county government chief executive officer, an assistant city manager or deputy city manager, or in a senior management position with a like size organization and significant work in the public sector. A master's degree may be substituted for one (1) year of the required experience. Must demonstrate successful performance in finance and budgeting, strategic planning, enterprise fund management, construction planning and management, and staff development. Salary negotiable DOQ & E. Salary range - \$76,990 - \$117,060/yr. Five member Council elected at large. \$9.8M general fund, \$23.4M utility fund budget; 98 full time employees and 30 part time employees. City serves regional electric, water, and wastewater utilities. Send resume to Personnel Director, 321 Walnut Street, Green Cove Springs, FL 32043, or email to chunter@greencovesprings.com. Phone – (904) 529-2200, Ext. 308. Deadline for filing July 29, 2010. EOE. Drug-free workplace. Under Florida Law records are open for public inspection.

Police Captain — Lake City — Applications are now being accepted for the position of **POLICE CAPTAIN** in the Lake City Police Department. This is responsible administrative, managerial and supervisory work directing the functions of a specific division of the Lake City Police Department. Work is performed under general administrative direction with review through conferences, reports and results obtained. Applicant must have the ability to plan, supervise and administer the activities and functions of the day-to-day operations of a division of the department, supervise review and coordinate staffing plans, prepare annual budget and establish goals and objectives for the division. Candidate will be partially responsible for the training, development, safety and discipline of personnel, confers with lieutenants and Sergeants to resolve operational and administrative problems, organizes and manages complex events and large scale emergencies, conducts performance evaluations and serves as first responder during domestic security and weapons of mass destruction incidents. Individual will perform all other related work as required. Possession of a Bachelor's Degree and six (6) years of professional experience in law enforcement work in a sworn capacity; or three (3) years of college and seven (7) years of professional experience in law enforcement work in a sworn capacity; or must acquire an Associate of Arts/Associate of Science degree within three (3) years of appointment and eight (8) years of professional experience in law enforcement work in a sworn capacity. Three (3) years of the required experience must have been supervisory or command. Candidate must possess a law enforcement certificate issued by the Florida Department of Law Enforcement Criminal Justice Standards and Training Commission within six (6) months of the date of employment and must reside in Columbia County, Florida at time of appointment. Applicant must possess a valid Class E State driver's license at the time of appointment and successfully meet all medical and physical requirements and drug screen. **Applications may be obtained from and returned to City Hall, 1st floor, receptionist, 205 N Marion Avenue, Lake City, FL 32055. For a complete listing of our current openings and electronic application, please visit our website at www.lcfla.com. The City of Lake City is an EEO/AA/ADA/VP employer.**

Town Manager — Town of Lauderdale-by-the-Sea, Florida — The Town of Lauderdale-By-The-Sea is located between the Atlantic Ocean and the Intracoastal Waterway just north of Fort Lauderdale, our biggest municipal neighbor in Broward County. Primarily a residential community with a charming, low-rise downtown district, the Town has 5,800 permanent residents (our winter population swells to more than 12,000 when the tourists and snowbirds visit). The Town has 33 full-time employees and an annual All-Funds Budget of \$15.5 million. The Town provides a wide range of municipal services to its residents. Police, fire and EMS are provided through contracts with the Broward Sheriff's Office, Volunteer Fire Department and American Medical Response. It cannot be overstated how the managerial oversight of these three key public safety departments is an important and critical aspect of the Town Manager's position. The Town is seeking a highly-professional and experienced Town Manager who holds a graduate degree with a "concentration in public administration, public affairs, public policy or public finance." Under our Town Charter, the Manager must possess at least two years experience as an appointed City or County manager, or at least four years experience as an assistant or deputy manager. The Town Commission desires a Town Manager who believes in and practices government transparency. The Manager must be an excellent communicator and consensus-builder who can interact on a personable level with elected officials, staff, residents and members of our business community. Communication and teamwork are also important.

Experience in managing a small Town is a plus. The ideal candidate will possess old-fashioned beliefs in strong customer service, fresh ideas about how to improve our in-house technology and the ability to analyze, develop and mentor staff as we continue our efforts to implement more modern professional standards in all Town Hall operations. Florida city government experience and a thorough understanding of Florida statutes as they apply to Town government are highly-desired. It's also important to understand our unique planning and zoning issues as a seaside community where citizens proposed and passed a referendum to limit Town building heights. A strong understanding of personnel, finance, contract negotiations and public safety issues is required. A sense of fairness in dealing with Town organizations and residents is also desired, as is the ability to assess how the Town can address its future needs and goals in today's challenging economic environment. The salary range is from \$115,000 to \$170,000. The total compensation package is competitive and negotiable. If you can meet the challenges this position presents, send your resume, cover letter, salary history and references to: Town Clerk, Town of Lauderdale-By-The-Sea, 4501 Ocean Drive, Lauderdale-By-The-Sea, FL 33308. The deadline to submit applications is Aug. 16, 2010.

Director - Finance Services — Palm Beach County — Salary Range \$83,058 - \$108,043. Are you a self-starter who works well under pressure and thrives in a fast-paced, innovative and challenging environment? At the Clerk & Comptroller, Palm Beach County, we strive at all times to be an example of government at its very best. We are extremely proud of being a recipient of the prestigious Governor's Sterling Award for Organizational Performance Excellence. We appreciate the professional, passionate and dedicated employees who make our office a GREAT place to work. The Clerk & Comptroller offers a rich array of benefits including a terrific non-contributory (100% employer funded) pension plan rarely found today. Under administrative direction of the Chief Operating Officer of Finance (COOF) or designee, the purpose of the position is to provide for the planning, development, oversight, evaluation, and administration of all finance services functions performed by the Clerk & Comptroller's office. An employee in this classification is responsible for ensuring proper administration and application of constitutional and statutory responsibilities as well as accepted accounting standards as custodian of County funds. Position develops and oversees all internal accounting procedures, controls, and policy, and ensures compliance with budgetary policy, generally accepted accounting principles, and applicable regulatory standards. Performs related work as directed. **SPECIFIC DUTIES AND RESPONSIBILITIES:** Directs, supervises, assists and supports the finance services management team in the performance of functions necessary to conduct accounting, general ledger, accounts receivable, revenue collection, accounts payable, pre-audit, cash management investments, payroll, check distribution, information reporting, and record keeping. Develops internal procedures, controls and policy for finance services departments within the Clerk & Comptroller's office as well as County departments; prepares advisory memoranda potentially having significant impact on accounting services policy or procedure. Serves as a Clerk & Comptroller representative at meetings and on various committees or boards as directed; advises on technical accounting issues, financial control matters and policy compliance. Ensures review and monitoring of pending, current, and past Board of County Commissioner's financial actions, as well as, financial actions of constitutional offices under charge. Confers with elected officials, County administration, County department directors, and their staff regarding finance services issues and other related Board and constitutional office matters; advises the Clerk & Comptroller regarding high profile activities.

Ensures financial compliance with budgetary policy, generally accepted accounting principles, and applicable regulatory standards. Administers daily operations through direction and guidance of managerial, accounting, and clerical staff under charge; directs and assists staff in development, planning, and review of technical, mechanical and legal aspects of various finance issues, i.e., disbursements, annual financial reporting (CAFR), grants. Assigns special projects and research to staff, as appropriate. Performs personnel management functions, i.e., selection, training, guidance and coaching, performance evaluation, disciplinary action. Performs review and analysis in planning and development of finance services functions; applies knowledge of principles of organizational structure, governmental accounting systems, and organizational objectives. Prepares and/or reviews and/or signs correspondence relating to finance services as directed, or in the absence of the Chief Operating Officer of Finance (COOF); provides back-up authorization for wiring/transfer of funds. The successful candidate will possess the following competencies: A demonstrated knowledge of government accounting; Exceptional written and verbal communications skills; Ability to react and adjust quickly to changing environments; Strong leadership skills and unquestionable personal integrity; Decisive, with a strong sense of urgency; Extensive experience in leading motivation developing and training employees.

Minimum Requirements: Bachelor's degree in Accounting, Finance, or Business Administration, with a Masters in Business Administration strongly preferred; supplemented by eight (8) or more years progressively responsible managerial, administrative and technical experience that provides expertise in accounting, budget, and governmental finance practices; or an equivalent combination of education, training, and experience. Certified Public Accountant (CPA) preferred. The Clerk & Comptroller's Office is a drug free work place. Prior to hire all selected applicants must successfully pass a drug screen. The Clerk & Comptroller's Office is an Equal Opportunity Employer. Veterans' Preference in appointment and retention will be given to eligible veterans or eligible spouses of veterans. If you have problems downloading the form for Veterans' Preference please call 561-355-4172 between the hours of 8 a.m. - 5 p.m. Monday - Friday. To Apply: <http://www.mypalmbeachclerk.com/careers.aspx>.

Full-time, In-House Engineer Position — Town of Southwest Ranches — The Town of Southwest Ranches ("Town") is seeking a full-time, in-house engineer. The Town is located in Southwest Broward County (Greater Fort Lauderdale), Florida and is a rural community surrounded by an urbanized area. It was incorporated on June 6, 2000; and, it covers approximately 13 square miles, with a population of approximately 8,500. The Town operates under a Council-Administrator form of government, under the direction of five council members. The Town is primarily a contract town with major services contracted out to local vendors and an in-house Administration Team of 7 full-time employees. The Town is accepting resumes from qualified individuals to fill the full-time position of the in-house engineer. The position is selected by the Town Administrator. ***The salary range is \$85,000 - \$115,000 plus benefits. Salary will depend on qualifications (DOQ) and related experience.*** The in-house engineer must have the following qualifications: *Preferably*, Florida P.E. with at least five (5) years of experience; *Preferred experience*, but not required, in Miami-Dade, Broward or Palm Beach Counties; and *At a minimum*, a four year college degree is required in the field of Civil Engineering or Construction Management from an accredited college or university. *A comparable amount of training and experience may be substituted for the minimum qualifications.* The functions of the in-house engineer include, but are not limited to the following: Basic engineering responsibilities such as the preparation of design specifications /

cost estimations, contract management, and other related work; Reviews plats, subdivisions, and site plans; Coordinates activities with external contractors; Supervises external contractors who are responsible for a variety of functions. Resumes must be submitted to Charles H. Lynn, AICP, Town Administrator, Southwest Ranches Town Hall, 6589 SW 160th Avenue, Southwest Ranches, FL 33331 or clynn@southwestranches.org. Application process will remain open until the position is filled.

Dates to Remember:

August 19-21, 2010—Florida League of Cities Conference, Hollywood Diplomat

October 17-20, 2010—ICMA Conference, San Jose, CA

October 29, 2010—FCCMA Symposium

February 2-4, 2011—FCCMA Winter Institute

June 1-3, 2011—FCCMA/TLG Conference