

Florida City and County Management Association

**STATE OF THE ASSOCIATION**

May 2009

**Introduction:**

The Program Year 2008-2009 was one of unprecedented challenges for city and county governments and, therefore, for the managers and administrators that comprise the FCCMA membership. These challenges redirected some of the Association's plans and forced some of the committees and the Board to rethink the way things should be done.

At the May 2008 business meeting, President Mitchell outlined his goals for the year of increasing membership to 600 members, continued support for the Center for Florida Local Government Excellence and FCCMA's Members-In-Transition.

Through an outstanding effort by the Board of Directors, the Membership Committee and Staff, 207 prospective members were invited to join FCCMA. Forty-six joined, and there are 19 pending as of this writing. That would bring the total membership from last May to 605. Unfortunately, due to budget cuts, retirements, moves out of state and normal attrition, the year will end short of the goal but still with a net gain.

The Center had an outstanding year—all goals from FCCMA's perspective were met. A more detailed CFLGE report is included under the Committee Reports.

FCCMA had (has) more Members-In-Transition this year than ever before in the history of the Association. These MITs are hardworking, dedicated public servants who often have found themselves taking the brunt and blame for the problems facing the cities and counties. Professionals that they are, they have left their positions with their heads held high and are working hard to find employment. Unfortunately for Florida, some have had to move out of state. Many of the cities and counties have offered assistance through temporary work or special projects. This is what the MIT program is all about—assisting the members through a difficult time.

## **Report from the Board of Directors**

The Board met five times in the program year concluding its work at the conference in St. Augustine. It is a policy of the Board to rotate the meetings around the state as much as possible and to meet in conjunction with another meeting, such as the Winter Institute. The Board approved the new Strategic Plan as presented by the Strategic Planning Committee and given to the membership for approval at the annual business meeting on May 29, 2009. This Strategic Plan will guide the Association for the next three years.

## **Association Financial Status**

The FCCMA ended FY08 with an unrestricted fund balance of \$416,288 and a temporarily restricted balance of \$13,535, which is for the B. Harold Farmer Scholarship. The Association funds the Scholarship every year from the operating budget and keeps the fund balance in an investment account according to the FCCMA Investment Policy. This fund is to ensure that the Scholarship lives in perpetuity. Board policy requires the Association to maintain 35 percent of its annual revenue amount in reserves to be used only for emergency purposes. The required amount for FY09 was \$141,047.

The Association received a clean audit for FY2007-2008 from the audit firm of Shorstein & Shorstein based in Jacksonville.

## **Association Staffing**

The Association has an agreement with the Florida League of Cities for administration. Three staff members from the FLC Membership Development Department are assigned to FCCMA. Lynn Tipton serves as the Executive Director, Lynn Lovallo is assigned full-time and serves as the Executive Assistant, and Carol Russell is part-time (20 hours per week) and serves as the Administrative Assistant. In addition, staff from the legal, legislative, publications, meeting planning and accounting departments are assigned to assist FCCMA. Staff can be reached toll-free at (800) 616-1513, ext. 3635 or e-mail: [llovallo@flcities.com](mailto:llovallo@flcities.com).

## **Committee Reports**

Below are summaries of each committee's work this program year. Many members stepped forward and gave of their time and talents to accomplish the work plans established by each committee. These volunteers are what keep the

Association moving forward. More detailed information is available from the staff.

*Awards Committee:* Co-chaired by Charles Saddler and Joyce Shanahan, this committee administered the FCCMA Awards Program and B. Harold Farmer Scholarship.

*Center for Florida Local Government Excellence:* While not technically a committee, the Center has assumed much of the training for the Association. This year, under the direction of Bob Lee, the Center initiated the Certificate in Local Government Management—a master's level program consisting of four classes focusing on local government rather than state or federal. The CFLGE conducted regionalized training in each of the eight FCCMA districts to bring learning to the members without any travel required. The CFLGE administered the Coaching Program phone panel/webinar discussions throughout the year. The Center stood ready to assist FCCMA wherever needed.

*Conference Planning Committee:* As is custom, this committee was chaired by President-Elect Joseph Gallegos and co-chaired by Secretary-Treasurer Carl Harness. With the help of the committee members, a theme was selected and conference sessions designed. Beth Rawlins, the FCCMA Corporate Liaison and her assistant Dani Dahlberg played an integral part in the success of the conference.

*Emerging Professionals Council:* Terry Stewart was the chairman of this committee assisted by Brad Johnson, Suzanne Sherman and Sue Hann. This committee was split into several sub-committees to handle the very large work plan, which includes the coaching program, Emerging Professionals Scholarships, working with the CFLGE on the symposium and So You Want To Be a City/County Manager regional and conference sessions. The Committee restructured themselves for the Program Year 2009/2010 to alleviate some of the overlap and provide more opportunities for member participation. That restructure was approved by the Board of Directors at the February 2009 meeting.

*Ethics Committee:* This committee is a charter committee consisting of seven members who serve three-year terms appointed by the President. The chairman is selected from the committee members by the committee members, and it is

recommended that the chair be a past president of FCCMA. Joe Yarbrough served as the chairman for Program Year 2008-2009. All work assigned to the Ethics Committee is confidential.

*Legislative Policy Committee:* Chaired by Vince Long this committee is “on-call” as developments occur during the Legislative Session. Mr. Long sent out a weekly report, which was circulated among the FCCMA membership and very well received.

*Local Government Awareness/Public Relations:* George Brown served as the chairman of this committee. The Florida League of Cities asked assistance from the Committee to seek and review case studies to be used as part of the civics curriculum being designed for the schools.

*Members-In-Transition/Member Support:* Chaired by Rex Taylor, this committee was very busy this year. As mentioned earlier, FCCMA saw a historical number of MITs—at one point 25 unemployed managers. Committee members made phone calls and sent e-mails to the MITs. Conference calls were scheduled for them where they could hear a speaker and network with other MITs. The MITs were provided assistance to attend the Winter Institute and the annual conference through complimentary registrations and travel reimbursements.

*Past Presidents Council :* This committee is ongoing and given assignments on an as-needed basis. FCCMA appreciates the wisdom and history these members provide and has come to rely on them on many occasions. Bob Lee served as the chairman for Program Year 2008-2009.

*Strategic Planning Committee:* Jon Lewis served as the chairman of this committee, which was quickly split into several sub-committees chaired by Russ Blackburn, Sue Hann, Jeff Miller and Joyce Shanahan. Each sub-committee tackled a section of the Strategic Plan and then regrouped to put it all together. The Plan was completed in record time and adopted by the Board in November and presented to the membership for ratification in May 2009.

*Technology and Public Information Committee:* Chaired by Sarah Hannah, this committee took steps to move the Association into the 21<sup>st</sup> century. Working with the Alliance for Innovation the web site was redesigned. New technology

became available to access “Go To Meeting” software; and Tracy Miller, FCCMA’s Alliance liaison, has played a significant role with this.