

April 2022



President's Message

Fellow FCCMA Members:

FCCMA Conference! Our Annual Conference will be held June 1-4 at the Renaissance Orlando. Discount hotel rates end on May 9th, and early registration ends May 16th, so act fast! [Click here](#) to view the agenda with session details and registration requirements.

In addition to our usual conference classics, like the "So You Are Going to Be a City/County Manager" session, the journeys session, our inspirational breakfast and other impactful sessions, we'll have new offerings. Our Membership Committee will be hosting a speed networking event for first-time attendees and new members. The Conference Planning Committee has done a phenomenal job selecting the keynote speakers, concurrent sessions, case studies and our ethics session. ICMA President Troy Brown will lead an informal discussion designed to get member feedback on ICMA's Diversity, Equity and Inclusion efforts.

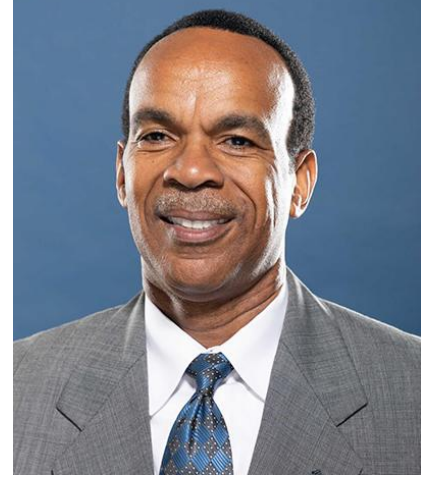
There are receptions and social activities scheduled each evening. Friday evening's activity at SeaWorld is planned for the entire family, with dinner, an animal encounter and passes to enjoy the park. We know that a lot of work has gone into planning the event, and we thank the Conference Planning Committee for their tremendous efforts.

Membership Directory is being published soon. Please send a recent photo that we can include with your member profile.

Free Coaching Webinar: The free monthly webinar series continues with "Organizing the Legislative Process: Agenda, Meetings and Minutes" on May 5th, at 2:00 p.m. ET. This session is not only designed for managers but for other members of your staff who have a role in the legislative process.

New Member Virtual Welcome: The next quarterly orientation will be on May 5th, at 3:30 p.m. ET, and open to all members. This is intended to help new and existing members become better acquainted with the committees, events, and the resources available to them through their membership.

Thanks,



A handwritten signature in black ink, appearing to read 'Horace'.

Horace McHugh
FCCMA President

2022-2023 Slate of Officers and Directors

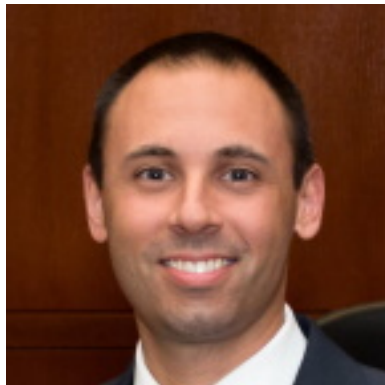
Per the FCCMA by-laws, the Nominating Committee has recommended a slate of officers and directors to be voted on at the Annual Business Meeting on June 3, during Annual Conference.

Below is the slate of officers and directors.

***indicates positions to be selected.**



President
Lori LaVerriere



President-Elect
Michael Grebosz
Assistant City Manager
DeLand



***Secretary-Treasurer**
Mark Cunningham
Assistant County Administrator
Sarasota County



Past President
Horace McHugh
MIT



District I Director
Lee Garner
Town Manager
Sneads



District II Director
Sarah Campbell
Town Manager
Orange Park



District III Director
Al Butler
Director of Support Services
Ocoee



District IV Director
Andrea McCue
City Manager
Greenacres



District V Director
Sharon Ragoonan
Assistant City Manager
Hallandale Beach



District VI Director
Terry Atchley
City Manager
Wauchula



District VII Director
Matt Spoor
City Manager
Safety Harbor



District VIII Director
Tom Ernharth
City Manager
Eagle Lake



At-Large Director

Brad Johnson
Assistant County Administrator
Sarasota County

***At-Large Director**

Kevin Knutson
Assistant County Administrator
Pinellas County

***At-Large Director**

Christine Thrower Skinner
Village Manager
Golf

Member News and Updates

The following membership applications have been received:

- **Dennis Apgar**, District VIII, Bachelor of Arts in Geography, University of South Florida, Student Member
- **Maureen Buice**, District VI, Assistant to the City Manager, City of Cape Coral, Affiliate Member
- **Patrick Comiskey**, District VIII, City Manager, City of Mount Dora, Full Member
- **John Driggers**, District II, City Manager, Town of Cross City, Full Member
- **Armando Fana**, District IV, Assistant City Administrator, City of West Palm Beach, Full Member
- **Justin Grant**, District VII, Public Infrastructure Fiscal and Business Administration Director, Pasco County, Affiliate Member
- **Abena Ojetayo**, District I, Director of Housing and Community Resilience, City of Tallahassee, Full Member
- **Daniel Puder**, District V, Founder and President, My Life My Power, Corporate Member
- **Robert Rease**, District IV, City Manager, City of Belle Glade, Full Member
- **Jeff Shoobridge**, District VII, Town Administrator, Town of Redington Shores, Full Member
- **Cherry Stowe**, District IV, Town Manager, Town of Orchid, Full Member
- **Auburn Taylor**, District VIII, Assistant City Manager, City of Haines City, Full Member.

If no current member comes forth with a reason why these applicants should not be approved as members, he/she will be invoiced for dues.

Members-in-Transition (MIT)

Please take a minute to show support for the MITs by emailing or calling the members in your district. A phone call or an email can go a long way to help someone who is temporarily out of work. You can also help if you have any job opportunities or special projects available for which one of our MITs may be qualified.

With current technology, the project could even be done from the MIT's home. Some of the Members-in-Transition have provided their resumes and indicated their areas of expertise. The resumes and areas of expertise are now available on the [FCCMA website](#). Also, please keep FCCMA staff informed of any FCCMA members who may be eligible for MIT status. You can email [Carol Russell](#).

The FCCMA Podcast Special 60th Episode Interview



**THE FCCMA
PODCAST**

Tune in to learn from the public
servants in your communities.

Streaming now on all major podcast platforms.

FCCMA

#FCCMAPODCAST

Check out the special 60th episode interview where host Steve Vancore becomes the interviewee!

In each episode of **The FCCMA Podcast**, you will hear unique stories from public servants that make lasting contributions to their communities and the profession.

This release will feature:

- **A Special 60th Episode** with **Steven J. Vancore**, President, VancoreJones Communications and **Casey Cook**, FCCMA Executive Director
- **Helping Others Rise Through the Ranks** with **Hector Flores**, County Administrator, Charlotte County
- **Urban Deforestation and Managers in Transition** with **Yocelyn "Yocie" Galiano**, Village Manager, Pinecrest
- **City Management as the Original Multi-Tasking Profession** with **Terry Stewart**, City Administrator, Arcadia

If you enjoy the podcast, please leave a review and share it with a friend or colleague.

Listen now, and stay tuned for the next release of The FCCMA Podcast!

[Listen Now!](#)

Perspectives: Career Rewards

Municipal and county leaders across Florida discuss rewarding moments in their careers.



Featured Member

Meet Kevin Smith, City Manager, Lake Mary

Can you briefly share your background?

After receiving my Bachelor's in Accounting from FSU, I worked in the private sector for a CPA firm for a few years, specifically as an auditor with an emphasis on the government sector. From there, I then went back to school to get my MBA from UCF, and worked at the City of Sanford and Winter Springs before I came onboard in Lake Mary in 2019.

What brought you to the City of Lake Mary?

I had spent a few years working in Winter Springs and when I was later privileged to become its City Manager and work with some incredible people there, I never imagined leaving. But 10+ years later, I had an opportunity to join the team at

the City of Lake Mary and, knowing Lake Mary's stellar reputation and feeling that I could further support its growth, I came aboard in 2019 and I haven't looked back.

What are some skills you think the next generation needs to hone to be successful in city/county management?

In my opinion, you need to understand that while you may technically lead the team, you need to be able to take on a supporting role at times, for the ultimate success of the organization. It's important to recognize the importance of each and every member of the team. While you may be labeled the Quarterback, the team can't succeed unless the Left Guard, Linebacker, etc. excel at their jobs. By working together, we ALL can win the Super Bowl. Recognition of that is of paramount importance. Relatedly, you can't be successful today in this field if you don't have a servant leadership mindset. This is a great profession, and we need more intelligent young people running the show, but you have to be humble and have your eyes wide open. Learn to listen more...all the time.

What advice would you share based on your experiences over the last 30 years?

Please forgive this quote, but it really does accurately reflect our service in local government: "with great power comes great responsibility." Be aware that in this role you can affect real change, but also (and more importantly) be aware that it comes with a tremendous amount of responsibility and duty. And, while it can often be tough, knowing when to say "no" is what will make you successful in the long run.

[Read More.](#)



Professional Management Matters



On April 21, 2022, FCCMA Past President Shannon Lewis presented the ICMA Recognition Award to the Palm Bay Council in celebration of their 50th year as a Council-Manager form of government.

Pictured left to right: Councilman Randy Foster, Deputy City Manager Joan Junkala-Brown, Melbourne City Manager Shannon Lewis, Palm Bay City Manager Suzanne Sherman, Councilman Donny Felix, Mayor Rob Medina, Deputy Mayor Kenny Johnson and Councilman Peter Filiberto.

Committee Sign Up

Sign up by May 13 to participate on a committee in program year 2022-2023.

The committees are listed below.



Are you looking to get involved in the Florida City and County Management Association but not sure how? Be a part of the great work FCCMA does through its committees. With six different committees, find one that interests you! Please sign up by May 13.

Awards and Scholarships Committee: Markets and selects the recipients of the Awards and Scholarships Program.

Communications Committee: Manages the communications of the association including maintaining the website and monthly newsletter, monitoring proposed legislation that impacts local government and highlighting the benefits of the council-manager form of government such as making ICMA anniversary presentations at council meetings.

Conference Planning Committee: Designs a conference that is relevant to all career phases.

Fiscal and Administrative Policy Committee: Oversees the fiscal and administrative obligations of the association.

Membership Committee: Recruits and approves new members and ensures value in the association for all members.

Professional Development Committee: Plans and administers the professional development activities of the association, except the Annual Conference and the Winter Institute.

Committee appointments are a two-year commitment. Please indicate below which committee you are interested in. (Please indicate your first, second and third choices by marking 1, 2 and 3 below.)

Once appointments are made, you will be notified.

- ☐ Awards and Scholarships
- ☐ Communications
- ☐ Conference Planning
- ☐ Fiscal and Administrative Policy
- ☐ Membership
- ☐ Professional Development

Name: _____ Title: _____

City: _____ Email: _____

Return form to staff at fccma@flicities.com

Online signup and descriptions at fccma.org

[Sign Up Here](#)

[Download Flyer](#)

From Our Partners

ICMA Coaching Program

[Click here](#) to access Career Compass No. 95, "Use Return-to-Office as Your Opportunity to Reset Culture."

Please share it with your employees.

Complimentary ICMA Membership Offer

ICMA is offering a 1-year complimentary membership to ARPA Coordinators

To take advantage of this offer, click [here](#) by June 30, 2022.

ICMA ARPA Fact Sheet

Recently, ICMA released an American Rescue Plan Fact Sheet. View it [here](#).

Office of Management and Budget

New Alternatives for NEWSUs to a Single Audit

The **Office of Management and Budget** released an Addendum 3 to the 2021 Single Audit Compliance Supplement. Addendum 3 includes a simplified Single Audit process designed for entities that would otherwise not be required to undergo an audit pursuant to 2 CFR Part 200, Subpart F if it was not for the expenditures of SLFRF funds directly awarded by the Treasury.

As described in Addendum 3, Part IV. Other Information, SLFRF recipients that expend \$750,000 or more during their fiscal year in Federal awards and meet both criteria listed below have the option for their auditor or practitioner to follow the Alternative Compliance Examination Engagement guidance.

The criteria are:

1. The recipient's total SLFRF award received directly from Treasury or received (through states) as a non-entitlement unit of local government is at or below \$10 million; and
2. Other Federal award funds the recipient expended (not including their SLFRF award funds) are less than \$750,000 during the recipient's fiscal year.

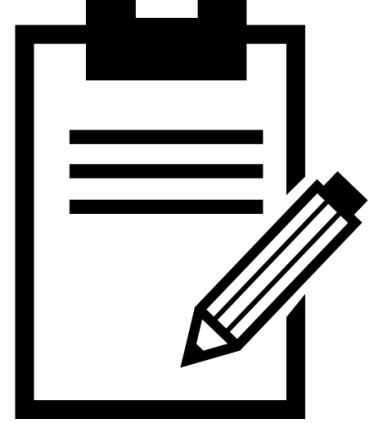
This is an addendum to the [2021 Single Audit Compliance Supplement](#) and, specifically, the revision is [Addendum 3](#).

Addendum 3 includes a simplified Single Audit process (an "Attestation") for those direct recipients that are considered exempt from the Single Audit if it was not for the expenditures of SLFRF funds. This alternative is intended to reduce the burden of a full Single Audit on eligible recipients (estimated at more than 10,000 entities). This alternative applies to fiscal year audits beginning after June 30, 2020.

Attestation would result in an auditor's opinion on compliance which includes an assessment of two activities, specifically "activities allowed" and "unallowed/allowable cost."

Finally, Uniform Guidance (UG) still applies to ALL expended funds, whether the recipient performs an Attestation or a Single Audit.

This is a major win for NEUs with awards of less than \$10 million, of which there are more than 26,000 plus nationally.



Florida Division of Emergency Management

The Florida Division of Emergency Management (FDEM) seeks your feedback regarding the implementation of documents as standardized forms for use by Subrecipients to document eligible activities associated with the FEMA Public Assistance (PA) program. A common adage associated with the PA program is to “document, document, document.” But all too often, Subrecipients do not properly document eligible activities performed. Through the implementation of standardized forms, checklists, and other tools we will release in the coming months, FDEM’s intent is to:

- **Maximize recovery funding** by ensuring Subrecipients have access to forms and other documents needed to properly document eligible work performed.
- **Increase the speed in which PA projects are reviewed and obligated by FEMA.** All standardized forms are being developed in partnership with FEMA. FEMA field office staff, regional staff, and the Consolidated Resource Center (CRC) will be familiar with the standardized forms used in Florida and will know what to expect when reviewing projects resulting from our declared events.
- **Increase the speed in which PA funding is released to Subrecipients.** With supporting documentation presented in a consistent, standardized fashion, FDEM will be able to review documentation faster.

In order to view the documents, please click [here](#). If you would like to provide comment, you will need to request access through our SharePoint Administrator by sending an email to SPAdmin@em.myflorida.com. (Note: If you already have a SharePoint Portal account, you should be able to begin using the site immediately.) When requesting access, please specify your request is for participation in the F-ROC SharePoint site. Please note that our Administrator works during regular business hours, Monday - Friday. If your request is sent after hours, you will be given access to the site the next business day.

Keep in mind, what you see are the **first drafts** of forms that are in the early stages of development. We are making these initial drafts available for public comment now in order to maximize opportunities for feedback from the people who will benefit the most from their use. In the coming months, additional features and functionality, including drop down menus, required fields, and the ability to send the form via email with one click, will be added.

Please open all PDF documents in the Adobe Application to view full functionality, including hover/pop up features.

The comment period for this round of drafts will close on Monday, May 9.

Events and Training Opportunities



CENTER FOR FLORIDA
LOCAL GOVERNMENT EXCELLENCE

COACHING WEBINAR

Organizing the Legislative Process: Agendas, Meetings, and Minutes

May 5, 2022

2:00 p.m. – 3:00 p.m. ET

ICMA Practice Areas: 2, 3, 4, 8, 9, 10, 11 and 14

Program Summary:

Every city or county legislative body has an established way to create an agenda, conduct meetings and compile minutes, but there is a considerable variety in the methods used across the state. Do you feel like you need to work smarter rather than harder? Whether you are an established professional or newly appointed, this webinar will provide tangible ideas you can use in your daily activities. The webinar starts with the basics, and then demonstrates alternatives you may want to consider to improve the methods you currently employ. We will also demonstrate various technological changes that are entering the established practices of Florida local governments, from cloud-based methods of compiling agenda items and publishing agenda packages to conducting hybrid meetings and compiling minutes. Most importantly, the webinar will demonstrate how the workflow for creating a successful agenda package involves multiple partners who work together to provide the information elected officials and the public need to participate in the legislative process of local governments.

Panelists:

- Al Butler, Director of Support Services, Ocoee
- Jennifer Johnson, CMC, City Clerk, Tamarac

[**Register Now**](#)

The 2022 FCCMA Coaching Webinars are presented through the partnership of:



Virtual New Member Welcome

May 5, 2022

3:30 P.M. ET

You are invited to FCCMA's next Virtual New Member Welcome. Attendees will meet the FCCMA Executive Committee,

Attendees will be provided an overview of association events, programs, benefits and resources available to FCCMA members.

While this welcome introduces new members to key association personnel and acquaints them with the services available to them through their FCCMA Membership, **this event is open to ALL members.**

We hope to see you there.

You will receive a confirmation email from "FLC Association Services" with the link to join the meeting. Beneath the Join Meeting link, you will have the option to add the meeting to your calendar, select your calendar type from the drop-down menu, and the calendar invite will download. Open the download and click save in your calendar.



[Register Now](#)

FBC-LEO Presents:
Solutions to the Affordable Housing Crisis in Florida
May 17, 2022
2:00 p.m. - 3:00 p.m. ET



The affordable housing crisis is a major problem threatening the economic growth and stability of many local communities. Florida currently leads the nation in housing unaffordability, with over half of its renters spending more than 30% of their income on housing. While there is no easy fix for the affordable housing crisis, there is a question that must be asked. How can we solve the affordable housing crisis?

Join host Jeff Branch and panelists as they explore the current state of Affordable Housing in Florida and what can be done to address this crisis in your communities.

Panelists Include:

- **Becky Lucas**, Chief Executive Officer, Habitat for Humanity of Lee and Hendry Counties
- **Sean King**, Director of Government Relations & Advocacy, Habitat for Humanity of Pinellas and West Pasco Counties
- **Jaimie Ross**, President & CEO, Florida Housing Coalition

Hosts:

- **Councilwoman Teresa Watkins-Brown**, FBC-LEO President, Ft. Myers
- **Jeff Branch**, Senior Legislative Advocate, Florida League of Cities

[Register Here](#)

City/County Managers Roundtable Discussion
May 25, 2022
12:00 p.m. - 6:30 p.m.

Nova Southeastern University
Carl Desantis Bulding, 3rd Floor
Sales Institute, Room 3000

The Huizenga College of Business at Nova Southeastern University is hosting a City/County Roundtable Event.

INVITES

CITY & COUNTY GOVERNMENT LEADERS FOR A ROUNDTABLE DISCUSSION

Changing Times Require Empathy, Innovation, and
Adaptiveness in Local Governance

[RSVP HERE](#)

Save the Date

May 25, 2022

12 Noon - 6:30 PM

**Location: Carl Desantis Building
3rd Floor, Sales Institute, Room 3000**

[RSVP Here](#)

[View Program Agenda](#)



REGISTRATION NOW OPEN!

Florida City and County Management Association

**2022 ANNUAL
CONFERENCE**

June 1-4, 2022
Renaissance Orlando at SeaWorld®

Pre-Conference Sessions

So You Are Going to be a City/County Manager (Emerging Leaders)
Ethics Session (Gilbert King, Speaker)*

Session Topics Include: **

Life After City Management
The Leadership Balance: Managing Through Conflict, Challenges and Choices
Negotiation
Journey's Session
Four Corporate Sessions
Awards Program: Celebrating Professional Management

*Additional registration fee required

**Final topics may be subject to change

Registration Opens: March 14/Early Bird Deadline: May 16

Cost

Members	\$500
Additional Registrant from Same Government	\$470
Nonmember Government	\$610
Retired	\$85
Thursday or Friday Only	\$275
So You Are Going to be a City/County Manager*	FREE
Ethics Session*	\$75
Adult Guest	\$100
Child (under 18)	\$25

***Pre-registration required**

Student Registration

A limited number of complimentary student registrations are available for the 2022 conference. In order to reserve one of these spots, please download the "check" registration form at the top of this page and email it to mhowe@flicities.com. Once the complimentary spots are filled, student registration will be \$85.

Housing Information

The **Renaissance Orlando at SeaWorld®** will serve as the conference hotel. It is located at 6677 Sea Harbor Drive. The hotel phone is 407.351.5555. FCCMA has secured the special rate of **\$169** per night, single or double, for conference participants. Self-parking will receive a 50% discount. The cutoff date for reservations is **May 9, 2022**. **NOTE: The Renaissance will not accept any reservations at this time. You will receive complete housing instructions with your paid registration confirmation.**

Questions?

Please contact Carol Russell at crussell@flicities.com or 850.701.3607.



Florida City and County Management Association

2022 ANNUAL CONFERENCE

June 1-4, 2022
Renaissance Orlando at SeaWorld®

The full conference schedule is available online at fccma.org.

Speakers:



THURSDAY OPENING GENERAL SESSION

Ryan Leak

Author, Executive Coach and Podcaster



FRIDAY GENERAL SESSION

Vincent Dalfonzo

Supervisory Special Agent, FBI (Retired)



THURSDAY AFTERNOON GENERAL SESSION

Doug Griffiths

Author of "13 Ways to Kill Your Community"



SATURDAY CLOSING BREAKFAST

Heather Benoit

Futurist, SGR

Register now at the early bird registration rate!



Early bird registration rate ends on May 16th.

[Register Today](#)

[View Special Events](#)

[View Conference Agenda](#)

[Download Conference Announcement](#)

[So You Are Going To Be a City/County Manager Flyer](#)

Upcoming FCCMA Webinars

TBD

June 10, 2022
2:00 p.m.

How to Obtain and Retain Credentialed Manager Status

July 7, 2022
2:00 p.m.

Labor Relations: Working with Unions and Employee Groups

August 4, 2022
2:00 p.m.

Jobs

Below is a list of active FCCMA job advertisements accessible on our website. [Click here](#) for details.

ATLANTIC BEACH – Building Official/Director
BAY HARBOR ISLANDS – Town Clerk
BELLEAIR BEACH – City Manager
BOCA RATON – Deputy Financial Services Director
BROWARD COUNTY – Budget and Management Analyst

LEE COUNTY TAX COLLECTOR – Graphic Designer
LEE COUNTY TAX COLLECTOR - Human Resources Specialist
MARGATE – Assistant Director of Finance
MELBOURNE – Director of Finance
MONROE, LA – City Engineer

BROWARD COUNTY BOARD OF RULES AND APPEALS – Administrative Director
CANADIAN RIVER MUNICIPAL WATER AUTHORITY – General Manager
CAPE CORAL – Controller
CAPE CORAL – Parks and Recreation Director
COLLEGE PARK, GA – Police Chief
COLORADO RIVER MUNICIPAL WATER DISTRICT, TX – Chief Financial Officer
COLORADO RIVER MUNICIPAL WATER DISTRICT, TX – Engineering Services Manager
ESCAMBIA COUNTY – County Administrator
FORT MYERS BEACH – Director of Public Works
FRISCO, CO – Town Manager
GREELEY, CO – Deputy/Assistant City Manager
HARDEE COUNTY – Solid Waste-Recycling Manager
HIGHLAND BEACH – Fire Chief
HUTTO, TX – City Manager
INDIAN RIVER COUNTY – Water, Wastewater Operations Manager
KETCHIKAN, AK – City Manager/Ketchikan Public Utilities General Manager
LARGO – Assistant Finance Director
LARGO – Assistant Finance Director
LARGO – IT Senior Systems Engineer
LARGO – Management Analyst I
LAUDERDALE BY THE SEA – Assistant to the Town Manager
LAUDERDALE BY THE SEA – Special Events and Community Marketing Coordinator
LAUDERDALE LAKES – Computer Support Specialist
LEE COUNTY TAX COLLECTOR – Digital Communications Specialist
LEE COUNTY TAX COLLECTOR – Engagement Coordinator

NASSAU COUNTY – Assistant County Attorney
NORTH MIAMI BEACH – Assistant Finance Director
NORTH MIAMI BEACH – Director of Public Works
OKEECHOBEE COUNTY – Public Works Director
PINELLAS PARK – Economic Development Manager
RICHLAND, WA – Deputy City Manager
RICHLAND, WA – IT Manager
ROWLETT, TX – Police Chief
SARASOTA COUNTY – HR Specialist
SARASOTA COUNTY – HRIS System Analyst – Hybrid Location
SARASOTA COUNTY – Technical Manager
SARASOTA COUNTY – Construction – Manager II – R14351
SARASOTA COUNTY – Technology Manager – Manager II
SARASOTA COUNTY – Traffic Operations Manager – Manager II
SEWALL'S POINT – Town Manager
SGR-AFI – National Member Relations Director
SNOQUALMIE, WA – Community Development Director
SNOQUALMIE, WA – Finance Director
ST. PETERSBURG – City Development Administrator
STRATEGIC GOVERNMENT RESOURCES – Leadership Development and Strategic Foresight Coordinator (Remote)
TALLAHASSEE – Assistant General Manager-Underground Utilities and Public Infrastructure, Engineering Division
TREASURE ISLAND – Current Planning Manager
TREASURE ISLAND – Data and Systems Administrator
WACO, TX – Wastewater Treatment Plant Superintendent
WEST PALM BEACH – Director of Public Utilities

Find Us On Facebook and Twitter



[Florida City and County Management Association](#)
[@FCCManagers](#)

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