

**FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION
BOARD OF DIRECTORS
MINUTES FROM JANUARY 29, 2025, MEETING**

President Cunningham called the meeting to order at 1:33 p.m. with the following members present:

President Mark Cunningham, Assistant County Administrator, Sarasota County
President-Elect Sarah Campbell, City Manager, Fernandina Beach
Vice-President Suzanne Sherman, Assistant City Manager, Satellite Beach
Past President Mike Grebosz, Assistant City Manager, DeLand
District I Director Ed Cook, City Manager, Callaway
District II Director Mike Staffopoulos, City Manager, Jacksonville Beach
District III Director Michelle del Valle, Assistant City Manager, Winter Park
District IV Director Tracey Stevens, Town Administrator, Haverhill
District VI Director Olivia Minshew, City Manager, Wauchula
District VII Director Matthew Spoor, Assistant to the County Administrator, Pinellas County
District VIII Director John Drury, City Administrator, Tavares
At-Large Director Reese Goad, City Manager, Tallahassee
At-Large Director Mike McNees, City Manager, Marco Island
At-Large Director Howard Tipton, Town Manager, Longboat Key

Members Absent:

District V Director Mac Serda, Town Manager, Hillsboro Beach

Others in attendance:

Casey Cook, FCCMA Executive Director
Carol Russell, Affiliate Services Coordinator Supervisor, FCCMA
Cindy Ryan, Affiliate Services Coordinator, FCCMA
Dani Dahlberg, Corporate Consultant, Message Matters, Inc.
Chris Holley, Director of External Services, Florida League of Cities
Ken Parker, Coordinator, ICMA/FCCMA Senior Advisors
Melanie Howe, Meetings Manager, Florida League of Cities
Randy Reid, Southeastern Regional Director, ICMA
Wade Burkley, Research and Programs Administrator, Florida League of Cities

The first item of business was the consideration of the consent agenda. Accordingly,

A motion was made by Mr. Staffopoulos and seconded by Mr. Spoor to approve the items on the Consent Agenda, which was to approve the minutes from November 1, 2024, the minutes from January 7, 2025, the waiver of dues for Leslie Porter, former manager of Dade City, for FY 2025 and approval of the 2026 Winter Institute proposal. The motion passed without opposition.

The next item of business was the FY 2024 end-of-year financial statements, which were included in the agenda book for the Board's review.

The next item of business was the investment report, which was included in the agenda book for the Board's review.

The next item of business was an update on the ICMA Governance Task Force, which was included in the agenda book.

The next item of business was an update on Local Government Manager Ad Hoc Committee, which was included in the agenda book.

The next item of business was an update on members who have not paid dues for FY 2025 and/or recorded their ethics training requirement for FY 2024. There were several members who have paid their dues, but not recorded their ethics payment. The Board discussed options on ways to help the members report their ethics training. Accordingly,

A motion was made by Mr. Spoor and seconded by Ms. del Valle to move forward with changing the language on the dues invoice to state "By submission of this renewal payment, I attest I have completed my ethics training for the previous fiscal year." The motion passed without opposition.

A motion was made by Ms. Stevens and seconded by Mr. Spoor to not remove the 37 people who have paid their dues but not attested to completing the ethics. The motion passed without opposition.

The next item of business was an update on the 2025 elections, which was included in the agenda book.

The next item of business was a request to Board members to nominate members for the If You Care, You Do! Award, which was included in the agenda book.

The next item of business requested Board members to consider an approval for an ethics waiver for two life members. Accordingly,

A motion was made by Mr. Spoor and Mr. Tipton to approve an ethics waiver for Dan Kleman and Ken Small. The motion passed without opposition.

The next item of business was a discussion regarding the procedure for filling an officer vacancy. Mr. Cook explained that, according to the bylaws, if the President-Elect or Vice President vacates their position before the Nominating Committee meeting, they will not be confirmed to ascend to the next office. However, if the vacancy occurs after the Nominating Committee meeting but before the Board meeting at the Annual Conference, the Board has the option to approve the officer's ascension with a majority vote. He then asked the Board if they wished to propose any changes to the bylaws. Accordingly,

A motion was made by Ms. Campbell and seconded by Mr. Spoor that an applicant for the Executive Board be given until the May Board meeting to meet the qualifications. The motion was withdrawn.

A motion was amended by Ms. Campbell and seconded by Mr. Spoor to move to amend the bylaws than an applicant for the Executive Board be given until the May Board meeting to meet the qualifications. The motion was withdrawn.

A motion was made by Mr. Spoor and seconded by Ms. Campbell to direct staff to bring revised bylaws to the next meeting that include clarified procedures for handling officer vacancies and to specify when the 24-month eligibility requirement must be met in order to run for an officer position. The motion passed without opposition.

The next item of business was an update on the ICMA Executive Director search, which was included in the agenda book. Mr. Reid reported Julia Novak was chosen out of five finalists. She is a former city manager and certified credentialed manager. She is the first female Executive Director. She will start on February 24, 2025.

The next item of business was a topic for the Board to consider pushing language in State Statutes requiring city or county councils to provide written notice of his or her termination, which was included in the agenda book.

The next item of business was the Senior Advisor Evaluation of Ken Parker, which was included in the agenda book. Accordingly,

A motion was made by Mr. Spoor and seconded by Mr. Goad to approve Ken Parker as Senior Advisor for another three-year term. The motion passed without opposition.

The next item of business was a request to give Lynn Tipton an Honorary membership and to waive her from the ethics training requirement. Accordingly,

A motion was made by Ms. Sherman and seconded by Mr. Tipton to approve Lynn Tipton for Honorary membership status as a life member in FCCMA and waive the four-hour ethics training requirement. The motion passed without opposition.

The next item of business was the Senior Advisor reports, which were included in the agenda book. Accordingly,

A motion was by Mr. Goad and seconded by Mr. Staffopoulos to approve Ken Parker to serve as the Florida Senior Advisor Coordinator for the next two years. The motion passed without opposition.

A motion was made by Mr. Goad and seconded by Ms. del Valle to approve the senior advisors' reports. The motion passed without opposition.

A motion was made by Ms. Stevens and seconded by Ms. Minshew to approve Terry Stewart as a Senior Advisor. The motion passed without opposition.

The next item of business was a report from Message Matters Inc., which was included in the agenda book.

The next item of business was a report from the Florida League of Cities, which was included in the agenda book.

The next item of business was a report from ICMA which was not included, in the agenda book. Mr. Randy Reid reported on the following:

- The election for the Southeast Vice President open position is March 25, 2025. Currently, there are two candidates from Florida, two candidates from Alabama, and no candidates from Georgia and South Carolina.
- Conference planning is going well. The first Local Government Reimagined Conference will be held in Denver, Colorado on February 26-28, 2025, and the other conference will be held in Milwaukee, Wisconsin on April 2-4, 2025. The ICMA Annual Conference will be held in Tampa, Florida October 25-29, 2025, and in Long Beach, California on October 17-21, 2026. One of the Local Government Reimagined Conferences will be held in Orlando in 2026.

The next item of business was a report from the Awards and Scholarships Committee, which was included in the agenda book. Accordingly,

A motion was made by Mr. Spoor and seconded by Ms. Stevens to approve Ron Ferris as the 2025 recipient of the Richard (Dick) Simmons Lifetime Achievement Award. The motion passed without opposition.

The next item of business was a report from the Communications Committee, which was included in the agenda book.

The next item of business was a report from the Conference Planning Committee, which was included in the agenda book.

The next item of business was a report from the Investment Committee, which was included in the agenda book.

The next item of business was a report from the Membership Committee, which was included in the agenda book.

The next item of business was a report from the Next Gen Task Force, which was included in the agenda book.

The next item of business was a report from the Professional Development Committee, which was included in the agenda book.

The next item of business was a report from the Winter Institute Planning Committee, which was included in the agenda book.

The next item of business was a report from the ICMA 2025 Conference Steering Committee, which was included in the agenda book.

There being no further business, the meeting adjourned at 3:46 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Casey Cook". The signature is written in a cursive, flowing style.

Casey Cook
Executive Director

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

Signature/Title: Martyn Humphreys, FCCMA President

Date: 6/24/25