FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION
BOARD OF DIRECTORS
MINUTES FROM SEPTEMBER 12, 2025, MEETING

President Campbell called the meeting to order at 9:02 a.m. with the following members present:

President, Sarah Campbell, City Manager, Fernandina Beach
President-Elect Suzanne Sherman, Assistant City Manager, Satellite Beach
Vice-President Terry Atchley, County Manager, Hardee County
Past President Mark Cunningham
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 V Director Ramiro Inguanzo, Deputy Village Manager, Bal Harbour Village
District VI Director Olivia Minshew, City Manager, Wauchula
District VII Director Matthew Spoor, Assistant County Administrator, Pinellas County
District VIII Director John Drury, City Administrator, Tavares
At-Large Director Andrea McCue, City Manager, Greenacres
At-Large Director Mike McNees, City Manager, Marco Island
At-Large Director Howard Tipton, Town Manager, Longboat Key

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 Member Services and Training, Florida League of Cities

The first item of business was correspondence from Mr. Ed Lavallee.

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

> **A motion was made by Mr. Staffopoulos and seconded by Ms. Stevens to approve the items on the Consent Agenda, which was to approve the minutes from May 28, 2025. The motion passed without opposition.**

The next item of business was the FY 2025 Second Quarter Financials, which were included in the agenda book for the Board's review.

The next item of business was the FY 2025 Third Quarter Financials, which were included in the agenda book for the Board's review.

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

The next item of business was an announcement from President-Elect Sherman that she was resigning from the Board. Mr. Cook reported that Mr. Terry Atchley had agreed to assume the role of President-Elect pending Board confirmation. Mr. Cook then outlined the proposed timeline for filling the vacancy created by Mr. Atchley's transition. Accordingly,

> **A motion was made by Ms. Minshew and seconded by Mr. McNees to approve Mr. Terry Atchley's ascension to President-Elect. The motion passed without opposition.**

> **A motion was made by Mr. Staffopoulos and seconded by Mr. Ed Cook to approve the timeline for seeking a Vice President as prepared and presented. The motion passed without opposition.**

The next item of business was to approve a new agreement with the Florida League of Cities, which was included in the agenda book. Accordingly,

> **A motion was made by Mr. Staffopoulos and seconded by Ms. McCue to add an amendment to the FLC Agreement that the agreement will be reevaluated in five years. The motion passed without opposition.**

> **A motion was made by Ms. del Valle and seconded by Mr. Cunningham to approve the FLC Agreement as amended. The motion passed without opposition.**

The next item of business was to approve a revised Investment Policy, which was included in the agenda book. Accordingly,

> **A motion was made by Mr. Staffopoulos and seconded by Ms. Stevens to approve the Investment Policy as prepared and presented. The motion passed without opposition.**

> **A motion was made by Mr. Staffopoulos and seconded by Ms. Stevens to approve the resolution as prepared and presented. The motion passed without opposition.**

The next item of business was to approve a revised Annual Conference and Winter Institute Policy, which was included in the agenda book.

> **A motion was made by Ms. del Valle and seconded by Mr. McNees to approve the Annual Conference and Winter Institute Policy as prepared and presented. The motion passed without opposition.**

> **A motion was made by Mr. Cunningham and seconded by Ms. Staffopoulos to approve the Corporate Consultant Agreement as prepared and presented. The motion passed without opposition.**

The next item of business was an update on the Florida Reception to be held at the ICMA Conference, which was included in the agenda book.

The next item of business was to approve the FY 2026 Budget, which was included in the agenda book. Accordingly,

> **A motion was made by Mr. McNees and seconded by Mr. Cook to approve the FY 2026 Budget as prepared and presented. 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 made by Ms. del Valle and seconded by Mr. Staffopoulos to approve the senior advisors' reports. 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. President Campbell provided a report on behalf of ICMA which includes the following updates:

- Mr. Randy Reid will retire on December 31, 2025. His successor is expected to be announced at the upcoming ICMA Conference.
- The ICMA Board approved the new redistricting map. Each region will now represent approximately 20% of the total membership. FCCMA will be included in Region E.
- On November 4, ICMA members will receive an email with a request to vote on proposed constitutional amendments.

Accordingly,

> **A motion was made by Mr. Staffopoulos and seconded by Mr. Inguanzo to support the proposed map. The motion passed without opposition.**

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

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 Committee, which was included in the agenda book.

The last 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 10:52 a.m.

Respectfully submitted,

Casey Cook

Casey Cook
Executive Director

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

Signature/Title: ______________________

Date: 11/14/2025