

The City of Daytona Beach, Florida

Invites your interest in the position of

CITY MANAGER



LIFE IN DAYTONA BEACH, FLORIDA

Set against balmy breezes and anchored by 23 miles of clean, hard-packed white sand, Daytona Beach is known as the World's Most Famous Beach. Located on the east coast of Central Florida, Daytona Beach is internationally known for its racing roots, hosting some of the largest motorsports events in the world including the Daytona 500, as known as the "Great American Race."

Community

Tourists and residents alike treasure the cheery brand of southern hospitality. The nearly 500,000 residents in the Daytona Beach metro area and 8 million visitors enjoy moderate weather, quality educational choices, exceptional recreational activities, an active arts community and, of course, one of the most beautiful, family-friendly beaches in Florida.

Weather

The climate in Daytona Beach is also ideal. The area enjoys mild, year-round temperatures which range from an average of 59.3F (20.6C) in the winter to an average temperature of 78.5F (30.4C) in the summer.

So whether it's watching a fast-paced sporting event, a relaxing stroll on the beach, or anywhere in between, Daytona Beach can accommodate many different speeds and lifestyles.



HISTORY

Founding

Daytona Beach was founded in 1870 and officially became a city when it was incorporated in 1876. Most sources agree that it received its name from its founder Matthias D. Day, a business tycoon from Mansfield, Ohio. He purchased 3,200 acres in the fall of 1870 for the sum of \$1,200. In 1926, the three separate towns of Daytona, Daytona Beach and Seabreeze merged as Daytona Beach.

Growth

Made famous for its wide beach and smooth, hard-packed sands, Daytona Beach became widely known in the early 1900s for high-speed automobile testing, and later, racing. This made the beach a mecca for racing enthusiasts.

By the 1920s, it was dubbed the "World's Most Famous Beach." As more and more racing took place, the sandy beaches gave way to the development of the famous racetrack known as the Daytona International Speedway, which was built by NASCAR founder William "Bill" France. The speedway has been hosting the Daytona 500 since 1959 and attracts thousands of tourists and race enthusiasts from all over the world in search of thrills.

Tourism

Today the hard-packed beach sand and the alluring Atlantic Ocean attract millions of tourists annually. The Daytona Beach area boasts one of only a few beaches where driving and parking is allowed. It's also perfect for building sand castles, bike riding, jogging, fishing, swimming, surfing or just relaxing in the warm sunshine.

Higher Education

The City is also attractive to college students searching for their perfect education. There are five institutions of higher learning in the City:

- Bethune-Cookman University
- Daytona State College
- Embry-Riddle Aeronautical University
- Keiser University
- University of Central Florida satellite campus

Landmarks

Although the City is largely known for the speedway and its beach, today it offers a wide variety of famous landmarks and cultural centers. Such landmarks include:

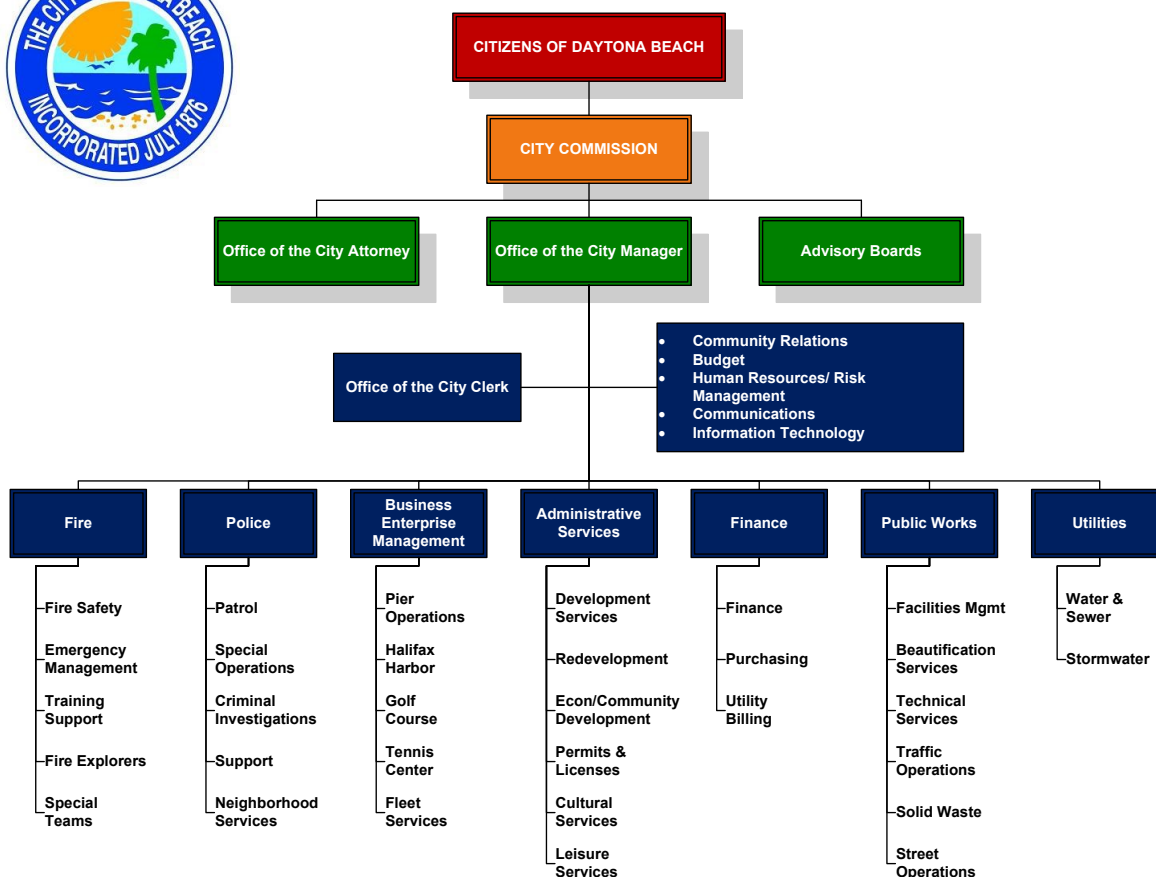
- Bethune-Cookman University
- The Clock Tower and Bandshell
- The Daytona Beach Pier
- Halifax Harbor Marina
- Jackie Robinson Ballpark
- Municipal Stadium
- Museum of Arts and Sciences
- Ocean Center
- Peabody Auditorium
- Tarragona Arch





City of Daytona Beach, Florida

Organizational Structure



THE DAYTONA BEACH CITY GOVERNMENT

The City of Daytona Beach, Florida, (the "City") is an incorporated municipality of the State of Florida located within the County of Volusia. The City, which currently encompasses 68 square miles, is located on the central east coast of the State of Florida, 89 miles south of Jacksonville and 50 miles northeast of Orlando.

The City was incorporated on July 26, 1876 and operates under a Commission-Manager form of government. Policy-making and legislative authority are vested in the City Commission consisting of the mayor, elected citywide, and six commissioners elected by district. The Mayor and City Commission are elected on a non-partisan basis to four (4) year terms. The City Commission is responsible for, among other things, setting policy, passing ordinances and resolutions, adopting the budget, appointing committee and board members, and hiring the City Manager and City Attorney. The City Manager is responsible for carrying out the policies and directives of the City Commission, overseeing the day-to-day operations of the City and appointing various department managers.

The City is empowered to levy a property tax on both real and personal property located within the City and provides general government, public safety, transportation, economic environment, and culture and recreation services to its 67,500 residents. To provide these services, the City operates nine (9) enterprise activities: a water and sewer system, a solid waste system, a stormwater system, a marina with office plaza, a municipal golf course, a tennis center, a special event and cultural venues (theater, band shells and amphitheater), a municipal football stadium and minor league baseball stadium, and pier operations.

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THE DAYTONA BEACH CITY COMMISSION



Seated in the front row from left to right: Commissioner Ruth Trager, Mayor Derrick L. Henry and Commissioner Dannette Henry. From left to right in the back row are: Commissioner Quanita May, Commissioner Aaron Delgado, Commissioner Stacy Cantu and Commissioner Paula Reed.

To effectively manage its financial resources, The City of Daytona Beach prepares and adopts an annual operating budget and a five-year capital program that encompasses all funds as necessary. The budget process starts each January with a strategic planning session with the City Commission and management. Later, the operating department managers submit their requests to the City Manager, who then reviews these requests and, considering available revenue sources, prepares the proposed budget which is submitted to the Commission by July 15th of each year.

The City has approximately 920 full -time equivalent employees. The FY 2020/21 is \$273,421.107 of which the General Fund comprises \$102,141,644.

More information about Daytona Beach is available on the web at www.codb.us.

CITY CHARTER ESTABLISHED CITY MANAGER POSTION

ARTICLE VI. - CITY MANAGER

Sec. 27. - City manager, initial appointment and annual evaluation, etc.; absence or disability

The city commission shall appoint a city manager who shall be the administrative head of the municipal government under the direction and supervision of the city commission, and shall hold office from the date of appointment until discharged by the commission and shall at all times serve at the pleasure of the city commission and receive such compensation as the city commission may determine. The city manager shall be chosen solely on the basis of executive and administrative qualifications without regard to political belief, and need not be a resident of the city or state at the time of appointment. During the absence or disability of the city manager, the city commission may by

resolution appoint an officer of the city to perform the duties of the city manager until such absence or disability shall cease. The compensation to be paid the officer appointed to perform the duties of the city manager during such absence or disability shall be established by the city commission in the resolution of appointment. The city manager shall be subject to an annual evaluation by the city commission. No member of the commission or former member of the commission may be eligible for appointment to the position of city manager during the term for which elected or appointed as city commissioner, nor within one (1) year after the expiration of such term. The commission may require the city manager to reside within the city, but in the absence of a specific requirement, the city manager need not reside within the city while serving in that capacity.

Sec. 28. - Powers and duties generally.

Except in times of emergency as described in section 16 hereof, the city manager shall be the chief executive officer and head of the administrative branch of the city government. The city manager shall be responsible to the commission for the proper administration of all affairs and administrative departments of the city government, including the police and fire departments, and shall carry out the ordinances, policies and regulations adopted by the commission.

The city manager shall have such power and authority as shall be necessary to permit performance of the duties as set forth herein or as may be required by ordinance or resolution of the city commission.

In case of riot or other grave emergency and during elections or similar occasions, except those described in section 16 hereof, the city manager may appoint special firefighters, police officers and officers for temporary service. Except under the provisions of section 16 hereof, no person shall act as a special firefighter, police officer, special detective, or other special police officer for any purpose whatsoever, except on written authority of the city manager.

In addition to the general authority and other responsibilities assigned to him by the commission, the city manager is required to:

- (a) Enforce all laws and ordinances.
- (b) Except as hereinafter specifically provided, appoint, suspend and remove all subordinate officers and employees of the city.
- (c) Exercise, control and direct supervision over all administrative departments and divisions of the municipal government under this Charter, or which may hereafter be created by the city commission, including police and fire reserve forces.
- (d) See that all terms and conditions imposed in favor of the city or its inhabitants in any public utility franchise are faithfully kept and performed; and upon knowledge of any violation thereof, to call the same to the attention of the city attorney, whose duty it is hereby made to take such legal steps as may be necessary to enforce the same.
- (e) Attend meetings of the city commission, and of its committees, with right to take part in the discussion, but without a vote.
- (f) Recommend to the commission for adoption measures deemed necessary or expedient in the interests of the city.
- (g) Submit to the city commission for its consideration an annual budget and capital program.



THE FOLLOWING SECTION IS A SUMMARY OF INFORMATION PROVIDED INDIVIDUALLY BY THE MAYOR AND CITY COMMISSIONERS. IT CONTAINS THEIR THOUGHTS ABOUT IMPORTANT CITY MANAGER MANAGEMENT, LEADERSHIP AND INTERPERSONAL ATTRIBUTES, DESIRED ELEMENTS OF SUCCESSFUL PREVIOUS EXPERIENCE AND SOME CRITICAL OPPORTUNITIES AND CHALLENGES THAT WILL FACE THE CITY'S NEXT CITY MANAGER

The current City Manager of Daytona Beach, FL is retiring after sixteen years of service to the City. The City Commission desires to continue the progress made during his tenure. Progressive, compassionate, knowledgeable, forward thinking, and thorough are all attributes that the new City Manager must demonstrate as he or she takes the reigns of this vibrant, dynamic and diverse City. Regulating smart and conscientious growth, planning and developing transportation and utilities infrastructure, addressing affordable housing, enhancing focus on redevelopment of the older, core areas of the City, and managing and controlling the newer development in western areas of the City are all of concern.

Specifically, the City Commission is interested in the new City Manager having a successful track record and the experience and attributes to provide leadership to the community as follows:

- Continue and enhance **economic development** initiatives to include not only large company recruitment, retention and expansion, but also small business initiatives to enhance existing businesses and to promote new start-ups.
- Recognize the importance and contribution of the local colleges/universities and work with the educational community to provide job opportunities to retain college students in the community as they represent a trained and ready workforce for new and/or existing companies.

- Emphasis must be placed on achieving **affordable workforce housing** for the community, particularly as a significant portion of the existing economy is tourism related with modest wages, and housing has and is becoming ever more expensive.
- Develop and deliver Improved **recreational projects and programming** that will draw young families to the community and also provide enhancements for the current residents.
- Effectively **communicate** with the members of the Commission, residents, and constituents of the community. The Commission expects the new City Manager to be transparent, forthcoming, and timely with the Commission on important issues as well as be comfortable engaging and meeting with the local community.
- **Staff development, diversity and support** is important. The ability to Identify, recruit and inspire good employees is essential. In particular, department directors must be appropriately managed; however, they must be allowed to provide their input, expertise, and leadership in matters that pertain to their departments. Further, Daytona Beach is a diverse community and the City Commission desires that the staff reflect the diversity and character of the community and the employees be treated equitably and fairly.
- **Financial expertise** is essential. The City is in very good financial shape and the City Commission and community desire to maintain an excellent financial position.
- The new City Manager must have a demonstrated record of **cooperation, collaboration and negotiation** with national, state and local political, educational and governmental entities and institutions as this is essential to the continuing success of the City.
- A solid background in **event management** is a “plus” as events in Daytona Beach are more complex than in similar sized cities.

A DIVERSITY OF HOUSING IS AVAILABLE IN DAYTONA BEACH





Education and Experience

Candidates must possess a Bachelor's Degree in public or business administration, urban planning, or a related field. A Master's degree in public administration, public policy or related advanced degree is preferred. The successful candidate must have at least eight years of progressively responsible municipal government administrative/management experience, preferably at the department head level or higher in a City of comparable population and complexity and/or a minimum of five years' experience as a City Manager and/or Deputy City Manager. ICMA-CM credential desired. Executive level private sector experience would be viewed as a plus if combined with public sector executive experience.

Experience in a progressive tourism and recreation-based environment where economic development, growth management, customer service, high ethical standards and open communication exist and are valued is desired. An equivalent combination of education and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job will be considered.

Compensation and Benefits

Beginning pay for the new City Manager will be highly competitive and will include an excellent benefit package. The City Commission is prepared to pay reasonable and customary moving expenses.

To Apply

The position will remain open until filled. Resumes will be evaluated as they arrive and the process will move forward upon receipt of a sufficient number of well-qualified responses. Therefore, if interested in this outstanding opportunity, please **immediately** e-mail a detailed resume with a cover letter and salary expectations to:



Robert E. Slavin or Barbara Lipscomb
SLAVIN MANAGEMENT CONSULTANTS
 3040 Holcomb Bridge Road, A1
 Norcross, Georgia 30071
 Phone: (770) 449-4656
 Fax: (770) 416-0848
 E-mail slavin@bellsouth.net



Note: Under Florida Law, resumes are public documents and will be provided to the media upon request. Please call prior to submitting your resume if confidentiality is important to you.

Daytona Beach, Florida is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, or disability in employment or in the provision of services.