



S. RENÉE NARLOCH
& ASSOCIATES
PROFESSIONAL EXECUTIVE RECRUITMENT



THE CITY OF DANIA BEACH, FL
INVITES YOUR INTEREST IN THE POSITION OF
CITY MANAGER

THE COMMUNITY

Located in the heart of the tri-county area of Miami-Dade, Broward, and Palm Beach, the City of Dania Beach is an oceanfront community adjacent to and immediately south of the Fort Lauderdale-Hollywood International Airport and just west of Port Everglades, one of the top three cruise ports in the world and among the most active containerized cargo ports in the United States. The heavily traveled north-south corridor of Interstate-95 runs through Dania Beach and a major east-west highway, Interstate-595, is located only one mile away. Dania Beach encompasses 8.3 square miles including ocean and beachfront properties.

The City of Dania Beach was incorporated in 1904 as Broward County's first city—a small farming community. Located in the 8th largest metropolitan area in the United States (pop. 6.1 million), Dania Beach is a vibrant community with an estimated population of 30,000 and a highly desirable locale for visitors, residents and business owners.

The City of Dania Beach is a regional hub for an \$11.5 billion marine industry including research and innovation; a sports and entertainment destination; and a trade logistics support base for many companies including Chiquita and two major startup companies founded in Dania Beach, Chewy, Inc. and Magic Leap. Dania Beach is also home to a growing sector of information technology companies, as well as other industries. Its warm weather, coastal attractions, and cruises also make Dania Beach a preferred tourist destination.

Over the next decade, the City of Dania Beach will experience major growth and development with its population estimated to increase by as much as 30%. The City is experiencing a renaissance and renewal as an urban development hotspot, as well as growing and improving its existing neighborhoods and infrastructure. While maintaining its community feel with its historic neighborhoods and charm, the City is experiencing change including a recent rebranding. The City is diversifying and facilitating bustling new development activities which will spur additional growth and substantially increase the City's tax base and other revenues while attracting new residents and businesses. Concerted efforts are in place to beautify the city through improvements to parks, beaches, facilities, etc., and create a strong sense of community identity and neighborhood pride.

Recent developments within the City include the newly renovated Casino@Dania Beach which has a 24-table poker room, 900 Vegas-style slot machines, and live Jai-Alai. Dania Pointe, a 2.5 million square foot mixed-use development, is a "smart town"



strategically located on a 102-acre parcel of land which will include shops, restaurants, entertainment venues, two hotels, corporate offices and more than 1,000 residential units. In addition, Florida Power and Light (FPL) has plans to make major upgrades to its power generation facilities located in Dania Beach where its Clean Energy Center is housed. Several roadway improvement projects are either planned or are under construction, including possible improvements to the I-95 interchanges which serve as main entrances to the City.

In anticipation of its long-term needs, the City is looking to improve its overall utility infrastructure including upgrading the water supply system and addressing storm drainage. Also, the City is focusing on workforce preparedness utilizing programs and public-private partnerships to ensure the City has a skilled workforce to support the growth. The City is also working to address the imminent need for affordable housing to accommodate those joining the workforce, as well as to ensure affordability for its long-term residents.

THE ORGANIZATION

The City of Dania Beach is a Commission-Manager form of local government. The City Commission consists of the Mayor and four Commissioners, all of whom are elected at large on a non-partisan basis for four-year terms with two-term limits. The candidate with the highest number of votes serves as the Mayor for two years. The City Commission determines policy, adopts legislation, approves the City's budget, levies taxes, and sets fees. The Commission appoints the City Attorney, the Community Redevelopment Agency (CRA) Director, and the City Manager, who is the Chief Administrative Officer of the City and is responsible for implementing policies adopted by the City Commission.

The City provides a full range of municipal services with approximately 132 full-time staff and an annual General Fund budget of \$53.2 million. Departments which report to the City Manager include the City Manager's Office, City Clerk, Community Development, Finance, Human Resources, Parks & Recreation, Public Services and Public Safety.

The Community Development Department provides planning, zoning, building inspection, and code compliance to the public. The City's extensive recreation program includes a beach and fishing pier, pools, tennis courts, neighborhood parks, community centers, and provides a wide variety of programs for youth, adult and senior citizens. The Public Services Department provides essential street maintenance, roadway beautification, and general service operations and oversees the Community

Development Block grants improvement projects. Public Services also oversees the operation of the City's water, sewer and stormwater services and provides internal support for grounds maintenance, fleet management, and citywide building maintenance. The Public Safety program includes contracting of fire and rescue services and police services from the Broward County Sheriff's Office.

Internal support services include the Department of Human Resources which is responsible for recruitment, compensation and benefits, employee relations, workers compensation, and property, casualty and liability insurance. The Finance Department handles all of the City's debt management, billing, and collections, as well as annual budget planning and preparation, computer network and support, management financial reporting, property lien research, cash management, capital assets recording, payroll, water and sewer utility billings and collections, annual budget, annual audit reporting, the City's business tax licensing, water meter reading and basic residential water meter services.

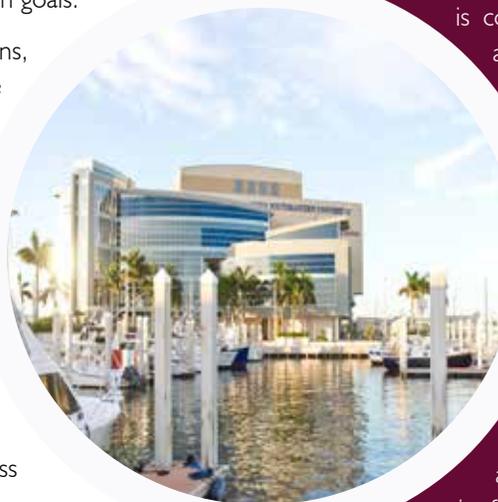
The Community Redevelopment Agency (CRA) is charged with addressing development, redevelopment, and economic development within the CRA boundaries. However, the current CRA is not traditional and does not receive Tax Increment Financing (TIF). Funding for the CRA is currently derived from the General Fund.

THE POSITION

The City Manager is the top-level administrative officer for the City and is responsible for the executive management and oversight of citywide operations and carrying out the policies and directives of the City Commission. The City Manager directs and administers operations in accordance with policies determined by the Commission and directs the activities of a management team comprised of department heads and key staff. The City Manager establishes strategic and tactical short and long-term goals to accomplish the City's responsibilities and mission, as well as providing leadership and direction to the City departments; preparation of the City's annual operating budget; working with federal, state and, local officials; and attending meetings of the City Commission.

Essential functions of the City Manager include:

- Provides executive management and oversight to a professional management team in carrying out the duties and responsibilities of City government.
- Establishes strategic and tactical short and long-term goals; provides vision and direction in establishing such goals.
- Represents the City to the Commission, citizens, employees, judicial and elected bodies, the business community, and other public agencies.
- Serves as chief advisor to administration and the City Commission; provides presentations to committees/task forces, commissions, civic groups, and the general public.
- Administers Citywide operations to achieve goals within available resources; provides administrative oversight to the City's business operations.



- Analyzes, interprets, and prepares data for studies, reports and recommendations; formulates policies and recommendations for action by the City Commission.
- Provides executive oversight to all aspects of fiscal, financial and accounting matters; conducts long-range planning, forecasting, and monitoring of City financial interests to ensure fiscal well-being.
- Maintains current knowledge of various federal, state, and related regulatory directives and guidelines to ensure compliance in all municipal matters.
- Appoints or removes all department heads or directors, subordinate officers, and employees.
- Recommends to the City Commission such measures as deemed necessary or expedient in the interest of the City.
- Keeps the City Commission fully advised as to the financial conditions and needs of the city and, at the proper time, to submit to the City Commission for its consideration an annual budget.
- Advises and consults with all officers and directors of the several departments of the City relative to the affairs of any such department and to make recommendations to the City Commission.
- Performs other duties as may be prescribed under the City Charter, or may be required by motion, direction, ordinance, or resolution of the City Commission.

The City is seeking a visionary leader who is collaborative, team-oriented, and plans and anticipates upcoming issues and challenges. Must be apolitical, flexible, and possess sound judgment with a proven track record of getting things done in a pressured environment. A progressive, independent thinker who is innovative, decisive and driven is sought. Must have exceptional interpersonal skills and an open communication style including being personable, approachable, and a good listener. An individual who is fiscally responsible, works well with community stakeholders, and can take the

lead to move the City initiatives forward is needed. A business-minded individual who is able to prioritize, assess operations for areas of improvement, and seek alternate revenue streams is preferred. The selected candidate will be honest, trustworthy, fair, consistent and dependable. Must have the ability to build morale, motivate and develop staff, and build a strong, diverse workforce who is held accountable for performance.

Requirements for the position include a Bachelor's degree in Business Administration, Public Administration, or related field, with a Master's degree preferred; supplemented by at least eight years of professional experience in the management and administration of public sector operations, the majority of which shall be at the department head or Assistant City Manager level; or an equivalent combination of training, education and experience. Experience in finance, economic development, redevelopment, strategic planning, performance management, negotiations, strategic planning, and technology is a plus.

COMPENSATION

The starting salary will be based upon the knowledge and experience of the individual selected. The City offers an attractive benefits package. The State of Florida does not have a state income tax.



TO APPLY

If interested in this outstanding opportunity, visit our website at www.srnsearch.com and apply online. First review of résumés will begin on May 21, 2018; position is open until filled.

Résumés will be screened according to the qualifications outlined above. Screening interviews with the most qualified applicants will be conducted by S. Renée Narloch & Associates to determine a select group of finalist candidates who will be asked to provide references; references will be contacted only following candidate consent. Final interviews will be held with the City Commission. Candidates will be advised of the status of the recruitment following the selection of the City Manager.

Employees of the City of Dania Beach may be required to work before, during or after a natural or manmade disaster or hurricane.

Questions regarding recruitment may be directed to:

Ms. S. Renée Narloch, President
S. Renée Narloch & Associates
info@srnsearch.com | 850.391.0000
www.srnsearch.com

The City of Dania Beach is an Equal Opportunity/ADA Employer. According to Florida's broad Public Records/Sunshine Law, employment applications and résumés are subject to public disclosure.



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