

Annual Business Meeting

Tuesday, October 19, 2010
McEnergy Convention Center



Agenda

ICMA ANNUAL BUSINESS MEETING Darnell Earley, ICMA President, Presiding

**Tuesday, October 19, 2010
9:45 a.m. to 10:45 a.m.
McEnery Convention Center
Meeting Room A2**

- I. Call to Order and Introduction

- II. Consent Agenda
 - A. Memorial to Deceased Members
 - B. Receipt of the ICMA Annual Audit
 - C. Report of ICMA Canvassing Committee

- III. ICMA-RC Report

- IV. Executive Director's Report

- V. Good of the Order
 - Consideration of any items raised by a member

- VI. Adjournment

Deceased Members since 2009 Annual Conference

Tom Armour began his local government career in 1972 in Juneau, Alaska, and served in a variety of positions until 2000. He also served as a Range Rider in Kansas.

William E. Besuden, assistant director, ICMA, D.C., 1964-80; staff assistant, ICMA, Ill., 1959-64; city manager, Hudson, Mich., 1956-1959; and administrative assistant to city administrator, Ottumwa, Iowa, 1954-56.

Richard R. Blessing, village manager, Pelham Manor, N.Y., 1971-95; commissioner of public works, Union, N.Y., 1971; director of services, Union, 1967-71; highway bureau supervisor, Lower Merion Township, Pa., 1966-67; and civil engineer, Lower Merion Township, 1958-66.

Debra Brooks Feazelle, city manager, La Porte, Tex., 2003-07; deputy city manager, Lubbock, Tex., 1995-2003; director of human resources, Euless, Tex., 1990; director of finance, Mc Kinney, Tex., 1985-90; finance officer, La Porte, Tex., 1983-85; and accounting supervisor, Lake Charles, La.; 1978-83.

David B. Farber, village manager, Royal Palm Beach, Fla., 1995-2010; city manager, Greenacres, Fla., 1988-95; county administrator, St Bernard Parish, La., 1977-88.

Gerald E. Hagman, city manager, Park Ridge, Ill., 1984-96; city manager, Thornton, Colo., 1979-84; city manager, Lake Forest, Ill., 1972-79; city administrator, Liberty, Mo., 1970-72; assistant city manager, Lake Forest, Ill., 1967-69; finance director, Lake Forest, 1965-67; and administrative assistant/accounting supervisor, Lake Forest, 1960-65.

C. William Hargett Jr., city manager, Pompano Beach, FL, 1995 – 2007; assistant county manager, Collier County, Fla., 1993–95; assistant to the city manager, St Petersburg, Fla., 1991–93; deputy city manager, St. Petersburg, Fla., 1987–91; assistant city manager, Grand Prairie, Tex., 1987; director of public works, Grand Prairie, Tex., 1985–87; director of public works, Greeley, Colo., 1978–85; director of public works, Jacksonville, N.C., 1972–78.

M. Don Harmon, city manager, Manhattan, Kans., 1978-87; city manager, Council Bluffs, Iowa, 1968-1978; city manager, Joplin, Mo., 1959-68; city manager, Boulder, Colo., 1953–59; and administrative assistant to city manager, Boulder, Colo., 1950–53.

Elsey Harris, town manager, Smithfield, Va., 1973-1992.

Phin Horton III, town manager, Holly Ridge, N.C., 2002-04; town manager, Lauderdale by the Sea, Fla., 1994-95; town manager, Morrisville, N.C., 1987-93; city manager, Valdosta, Ga., 1977-81; city manager, Portsmouth, Va., 1974-75; city manager, Valdosta, 1972-74; city manager, Asheville, N.C., 1968-72; city manager, Shelby, N.C., 1963-68; city manager, Mooresville, N.C., 1959-63; administrative assistant, Greensboro, N.C., 1958-59; intern, Greensboro, 1957-58; and administrative assistant, Winston Salem, N.C., 1954.

I. Harding Hughes Jr., town administrator, Hillsborough, N.C., 1986-88; city manager, Durham, N.C., 1963-77; city manager, Aiken, S.C., 1958-63; budget director, Winston Salem, N.C., 1951-58; administrative assistant to city manager, Winston Salem, 1949-51; and planning assistant, Flint, Mich., 1948-49. He was an ICMA Vice President, 1974-76.

Matthew L. Lacy III, city manager, Danville, Va., 2008–10; deputy city manager, Danville, 1999–2008; town manager, Front Royal, Va., 1994–99; city manager, Alliance, Nebr., 1988–93; city manager, Marietta, Ga., 1986–88; city manager, Oak Ridge, Tenn., 1978–86; director of administration/assistant city manager, Oak Ridge, 1975–78; assistant to the city manager, Oak Ridge, 1973–75; and budget analyst, Ft. Worth, Tex., 1972–73.

Robert S. McClary, director of inspection services, Cape Girardeau, Mo., 2002–06; city administrator, Park Hills, Mo., 1999–2001; director of economic development, Park Hills, 1996–98; city manager, Bullhead City, Ariz., 1994–95; city manager, Sebastian, Fla., 1988-93; city administrator, Brush, Colo., 1980–88; city manager, Flat River, Mo., 1977–80; administrative assistant, Culpeper, Va., 1974–77; and public works superintendent, Culpeper, 1973–74.

Wesley (Wes) McClure, city manager, San Leandro, Calif., 1948-76 who had the vision for what became the ICMA Range Rider Program and served in the program from its inception, 1976-2003. He was an ICMA Vice President, 1967-69.

Hugh McKinley, city manager, Glendale, Calif., 1978-83; city manager, San Diego, Calif., 1975-78; city manager, Eugene, Ore., 1960-75; city manager, Grants Pass, Ore., 1956-60; city manager, Sutherlin, Ore., 1953-56; and administrative assistant, Corvallis, Ore., 1952-53. He was an ICMA Vice President, 1969-71, and an ICMA Range Rider, 1985-88.

Richard Noll, assistant city manager, Kansas City, Mo., 1995–2010; budget supervisor, Kansas City, 1989–95; budget analyst, Kansas City, 1984–89; public management intern, Kansas City, 1983–84; and intern, Berkeley, Mo., 1982.

L. R. Orendorff, city manager, Wyoming, Ohio, 1963-80; city manager, Franklin, Ohio, 1960-63; city manager, Westerville, Ohio, 1958-60; and coordinator, Littleton, Colo., 1948-58.

Cecil S. Riley, executive secretary, Alameda County Mayor’s Conference, 1991-94; general manager, Rossmoor, Calif., 1991-94; city manager, Oakland, Calif., 1972-78; assistant city manager, Oakland, 1966-72; and assistant city manager, Palo Alto, Calif., 1955-66.

Jack Sutton, assistant city manager, Hutchinson, Kans., 1961 – 62; assistant city manager, Boulder, Colo., 1966 – 67; city administrator, Fremont, Nebr., 1967-2003.

Richard D. Thomas, city administrator, Santa Barbara, Calif., 1977–93; city manager, Great Falls, Mont., 1973–77; city manager, Arvada, Colo., 1966–73; city manager, El Dorado, Kans., 1962–66; city manager, Slater, Mo., 1959–62; assistant to the city manager, Scottsbluff, Nebr., 1957–59. He received an ICMA Management Innovation award in 1972.

John L. Ware, city manager, Dallas, Tex., 1993 – 1998; 1st assistant city manager, Dallas, Tex., 1990 – 1993; Director, Dallas, Tex., 1989 – 1990; acting city manager, Austin, Tex., 1987 – 1989; assistant city manager, Austin, Tex.; 1985 – 1987; assistant city manager, Newport News, Va., 1978 – 1985; administrative assistant to city manager, New Rochelle, N.Y., 1974 – 1978; administrative intern, Syracuse, N.Y., 1973 – 1974.

Douglas A. Watkins, township manager, Upper St Clair, Pa., 1982-2008; finance director, Upper St Clair, 1982; borough manager, Plum, Pa., 1981-82; borough manager, Green Tee, Pa., 1980-81; assistant township manager, McCandless, Pa., 1976-77; and assistant executive director, S. Hill, Pa., 1975-76.

Dana T. Whitman, Jr., town manager, Rocky Hill, Conn., 1968-90; town manager, Newton, N.J., 1956-68; assistant city manager, Birmingham, Mich., 1955-56; town manager, Holden, Mass., 1952-55; and assistant to the city manager, Birmingham, Mich., 1950-51.

David M. Wodynski, manager, Budget & Performance Management Bureau, Long Beach, Calif., 2007-10; budget management officer, Long Beach, Calif., 2003-07; management assistant, Long Beach, Calif., 2002-03; program manager, ICMA, D.C., 1995-2000; and community development specialist; Peace Corps, 1992-1994.



Leaders at the Core of Better Communities

September 13, 2010

TO: The ICMA Executive Board
SUBJECT: Results of Fiscal Year Ended June 30, 2010

The certified public accounting firm of Rubino & McGeehin has completed its audit of the financial records of the Association delivering an unqualified opinion on the financial statements for the year ended June 30, 2010. The audit report will be presented to the Audit and Evaluation Committee of the Executive Board via conference call on September 30, 2010.

For the year ended June 30, 2010, revenues exceeded expenses by \$12,369 for all funds on total revenues of \$35,411,238 and expenses of \$35,398,869. Unrestricted revenues of \$35,186,236 fell short of expenses of \$35,398,869 by \$212,633. Temporarily restricted revenues were \$225,002. The Association's combined net assets at fiscal year-end were \$5,439,207 as represented by unrestricted net assets of \$3,988,074 and net assets in temporarily restricted funds of \$1,451,133.

The Association's total assets, net of appropriate allowances and accumulated depreciation and amortization, at June 30, 2010 were \$11,812,222 consisting of \$5,473,447 of cash and investments, net accounts receivable of \$3,871,563, publications inventory, net of allowances, of \$527,981, net furniture, equipment and leasehold improvements of \$853,428, and other assets of \$1,085,803. Total liabilities and deferred revenues were \$6,373,015 consisting of accounts payable and accrued expenses of \$1,557,861, refundable advances of \$901,076, deferred revenues of \$3,901,367, and other liabilities of \$12,711.

Review copies of the 2010 audit report are available for inspection upon request.

Based upon my knowledge, the financial statements and other financial information included in the audit report, fairly present in all material respects the financial condition, results of activities and cash flows of the International City/County Management Association as of, and for, the periods presented. I recommend that the audit report of Rubino & McGeehin be accepted by the membership as written.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert J. O'Neill".

Robert J. O'Neill
Executive Director

ICMA FY 2010 Year End Financial Results

Financial Results of Operations: ICMA programs and activities resulted in a loss from operations of \$43,270 with an additional \$169,366 of debit cards redeemed by members. Financial results for the programs and activities are classified and reported below according to the strategic outcomes as reflected in the FY 2010 – FY 2012 ICMA financial plan.

MEMBER RENEWAL AND SERVICES:

	Revenues		Labor, Fringe and Direct Costs		Contribution to Net Assets	
	Actual	Budget	Actual	Budget	Actual	Budget
Membership Revenue	\$ 4,862,072	4,921,000	-	-	4,862,072	4,921,000
Member Services	263,089	323,500	977,748	1,372,169	(714,659)	(1,048,669)
Relationship Management	80,026	18,448	462,618	472,478	(382,591)	(454,030)
Member Communications	66,108	142,000	37,793	79,171	28,316	62,829
TOTAL MEMBER RENEWAL AND SERVICES	\$ 409,224	483,948	1,478,158	1,923,818	(1,068,934)	(1,439,870)

Membership dues revenue fell short of budget by \$58,928. Membership numbers dropped from an all time high of 9,195 in June 2009 to 8,871 in June 2010. Increased retention efforts resulted in a 89.4% retention rate for US in-service members; partnerships with state associations and initiatives to recruit new members were continued.

Member services includes expenses for the awards and ethics programs, personal support and range rider activities, member committees, the Job Center, partners programs, and member operations. Relationship management includes state liaison activities, ICMA support of the National Association of County Administrators (NACA) and affiliate relationships with the National Forum for Black Public Administrators and the International Hispanic Network. Member communications includes the *ICMA Newsletter*.

Revenues in this area fell significantly short of budget because of lower advertising in the Job Center and in the *ICMA Newsletter*. However with expense controls, net contribution from this area did better than budget by \$370,936.

PROFESSIONAL DEVELOPMENT:

	Revenues		Labor, Fringe and Direct Costs		Contribution to Net Assets	
	Actual	Budget	Actual	Budget	Actual	Budget
Conference	\$ 1,817,816	2,122,707	1,379,217	1,550,519	438,599	572,188
Member Development	248,188	189,215	148,749	207,706	99,439	(18,491)
Other Professional Development	469,101	838,912	495,587	803,431	(26,486)	35,481
Sponsorships	210,000	200,000	-	-	210,000	200,000
TOTAL PROFESSIONAL DEVELOPMENT	\$ 2,745,105	3,350,834	2,023,553	2,561,656	721,552	789,178

Conference includes results of the ICMA Annual Conference held in Montréal, Québec. Despite significant expense controls, contribution from the conference fell short of budget by \$133,589

primarily due to lower than anticipated attendance. The Montreal conference had the lowest attendance in over 20 years with 2,171 attendees including 1,402 members. The conference continued to receive sponsorships of \$300,000 each from CIGNA and ICMA-RC.

Member development includes programs for senior managers and emerging leaders. Net contribution from these programs was better than budgeted primarily due to additional sponsorships received from ICMA-RC. Other professional development includes the ICMA University courses, workshops, assessments, audio conferences, product development, and local government ethics training workshops. Net contribution from this area fell short of budget primarily because budgeted revenues from new ventures were too optimistic.

ICMA-RC provided \$210,000 in sponsorships to the ICMA University and an additional \$150,000 in sponsorships for Leadership ICMA and Leading Ideas programs.

Overall net contribution from this area fell short of budget by \$67,626.

INFORMATION:

	Revenues		Labor, Fringe and Direct Costs		Contribution to Net Assets	
	Actual	Budget	Actual	Budget	Actual	Budget
Publishing	\$ 1,106,574	1,210,384	1,269,198	1,468,409	(162,624)	(258,025)
Knowledge Center	\$ 5,000	-	158,256	195,004	(153,256)	(195,004)
TOTAL INFORMATION	\$ 1,111,574	1,210,384	1,427,454	1,663,413	(315,880)	(453,029)

Publishing activities includes textbooks and reports, survey research, and PM magazine. Several new titles were released in the fiscal year including *Human Resources Management: An essential guide 3rd edition*; *Capital Budgeting and Finance: A guide for local governments 2nd edition*; *Statistics for Public Administration: Practical Uses for Better Decision Making*; and the *Municipal Year Book 2010*. The *IQ report* subscription series was relaunched with the new name *InFocus*. The completely redesigned *PM* magazine was launched in September 2009.

The Knowledge Center includes the Knowledge Network and the partnership with the Alliance for Innovation. The Knowledge Network was launched in May 2010 with professionals from all levels and functions in local government networking and actively exchanging knowledge.

Revenues in this area were below budget due to lower than anticipated sales of textbooks and lower revenue from advertisements in the PM magazine; however with better than budgeted revenues in Survey Research and expense controls, the net contribution from this area did better than budget by \$137,149.

SERVICES TO LOCAL GOVERNMENTS:

	Revenues		Labor, Fringe and Direct Costs		Contribution to Net Assets	
	Actual	Budget	Actual	Budget	Actual	Budget
Performance Management	\$ 1,034,763	1,217,368	737,486	1,019,659	297,277	197,709
Corporate Partnerships	205,000	290,000	133,018	221,171	71,982	68,829
Business Development	-	-	803,334	1,069,258	(803,334)	(1,069,258)
Bid and Proposal	-	-	1,010,226	1,044,025	(1,010,226)	(1,044,025)
Domestic Technical Assistance	1,747,327	2,350,269	1,425,693	2,275,294	321,633	74,975
International Programs	18,620,533	23,686,528	15,308,899	19,462,183	3,311,634	4,224,345
Consulting Services	1,388,842	2,520,250	1,653,000	1,577,836	(264,159)	942,414
TOTAL SERVICES TO LOCAL GOVERNMENTS	\$ 22,996,464	30,064,415	21,071,656	26,669,426	1,924,809	3,394,989

Net contribution from Performance Management (includes Center for Performance Measurement and the National Citizen Survey) exceeded budget because of expense controls. Revenues were lower than budget reflecting the increasing difficulty in attracting and retaining participants as local governments face budget shortfalls. CPM had 160 participating jurisdictions at June 2010 compared to 200 in June 2009.

Contributions from domestic technical assistance activities exceeded budget. International programs had record high revenues in FY 2010 but still fell short of budget in both revenues and net contribution primarily due to delays and cancellations of anticipated funding during the year. A majority of the International programs are in high risk countries such as Iraq and Afghanistan. ICMA is working with the grants administration division of the Environmental Protection Agency towards resolving issues raised by the EPA Office of the Inspector General in an audit of seven cooperative agreements between ICMA and EPA.

Consulting Services won several projects in the Public Safety area. Despite this, revenues and contribution fell significantly short of budget as budgeted expectations in the financial and management services proved to be too optimistic. The pricing models in these areas could not sustain the costs involved resulting in a loss for Consulting Services.

Overall net contribution from this area fell short of budget by \$1,470,180.

ADVOCACY & BRAND:

	Revenues		Labor, Fringe and Direct Costs		Contribution to Net Assets	
	Actual	Budget	Actual	Budget	Actual	Budget
Public Policy	-	-	98,316	166,286	(98,316)	(166,286)
Form of Government	-	-	63,750	114,038	(63,750)	(114,038)
Marketing	11,468	85,000	493,977	803,047	(482,509)	(718,047)
TOTAL BRAND	\$ 11,468	85,000	656,043	1,083,371	(644,575)	(998,371)

Public policy includes costs to issue white papers on “Measuring the Results of Economic Stimulus Investments: Local Government Leading the Way” and “Restoring the Intergovernmental Partnership: What Needs to Change.” Form of Government expenses includes activities to assist communities seeking to adopt or retain council-manager government.

Marketing costs resulted in generating 110 million media impressions on a variety of local government-related topics. Overall expenses in this area came under budget by \$353,796 primarily due to expense controls implemented during the fiscal year.

FOUNDATIONAL BUSINESS REQUIREMENTS:

	Revenues		Labor, Fringe and Direct Costs		Contribution to Net Assets	
	Actual	Budget	Actual	Budget	Actual	Budget
Leadership and Management	\$ 6,868	-	1,022,902	1,153,801	(1,016,034)	(1,153,801)
Facilities	1,124,732	1,162,400	2,416,130	2,592,368	(1,291,398)	(1,429,968)
Other Support	53,003	56,898	4,382,087	4,497,632	(4,329,083)	(4,440,734)
TOTAL FOUNDATIONAL BUSINESS REQUIREMENTS	\$ 1,184,604	1,219,298	7,821,119	8,243,801	(6,636,515)	(7,024,503)

This area includes the support activities in ICMA such as Executive Board, Executive Director, Management Team, Customer Contact Center, Administration, Finance, HR, IT, Facilities, Creative Services, and Order fulfillment. Overall expenses came under budget in this area by \$568,168 due to expense controls.

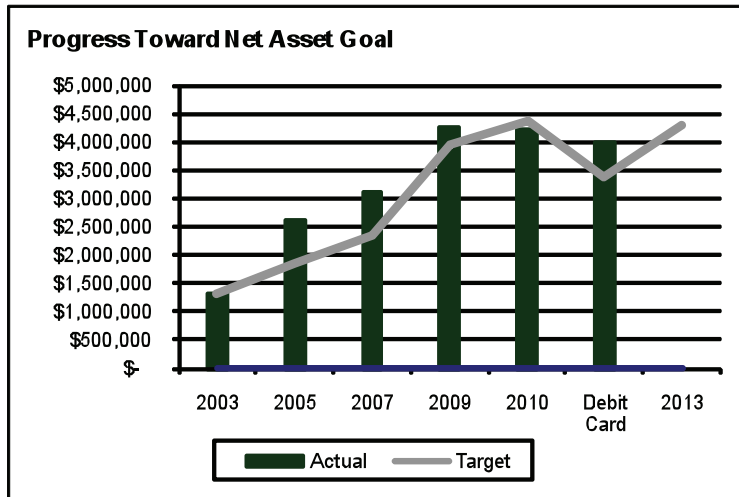
OTHER:

	Revenues		Labor, Fringe and Direct Costs		Contribution to Net Assets	
	Actual	Budget	Actual	Budget	Actual	Budget
ICMA-RC: CSLGE						
Reimbursement	\$ 631,487	720,212	472,722	512,606	158,765	207,606
ICMA-RC: Royalty	330,577	323,000	-	-	330,577	323,000
Investment income	624,860	680,000	-	-	624,860	680,000
Economic Crisis E-debit card	(169,366)	(600,000)	-	-	(169,366)	(600,000)
TOTAL OTHER	\$ 1,417,558	1,123,212	472,722	512,606	944,836	610,606

ICMA-RC reimburses ICMA for all direct and indirect costs associated with administering and managing the Center for State and Local Government Excellence. ICMA-RC also pays ICMA a royalty based on a formula tied to RC’s gross revenues. This amounted to \$330,577 for FY 2010. Investment income includes interest earned on investments and a dividend payout of \$550,000 from the investment in the building through a Real Estate Investment Trust (REIT). In FY 2010, \$169,366 was redeemed by members through the economic crisis e-debit card that was issued to members for use towards dues or other professional development opportunities offered by ICMA.

FINANCIAL GOALS AND OBJECTIVES:

Each year as part of the financial planning process, the Board establishes goals and benchmarks for unrestricted net asset balances for the Association. The Association consistently exceeded the net asset goals each year from FY 2004 – FY 2008. Despite falling short of budgeted contribution to net assets in FY 2010 due to the impact of the economy on several business lines, it is anticipated that the Association will meet its FY 2013 target of \$4,300,000.



To: ICMA Executive Board
From: 2010 Canvassing Committee
Date: February 19, 2010
Subject: Results of 2010 ICMA Ballots

On February 19, 2010, the undersigned personally reviewed and verified the counting of the official ballots received online or by mail. There were 1706 ballots received for the Executive Board Election (1665 online and 41 by mail). The results of the count were as follows:

For Vice President, Southeast, Three-Year Term

Lee Feldman: **Yes: 1531**
 Write-in: 18
 No Choice/Inv: 157

For Vice President, Northeast, Three-Year Term

W. Christopher Lochner: **Yes: 762**
Michele Meade: **Yes: 849**
 Write-in: 8
 No Choice/Inv: 87

For Vice President, Midwest, Three-Year Term

Pamela Antil: **Yes: 1486**
 Write-in: 32
 No Choice/Inv: 188

For Vice President, Mountain Plains, Three-Year Term

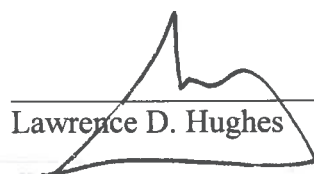
Christopher Anderson: **Yes: 1502**
 Write-in: 21
 No Choice/Inv: 183

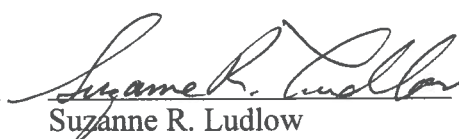
For Vice President, West Coast, Three-Year Term

Andrew Neiditz: **Yes: 1512**
 Write-in: 13
 No Choice/Inv: 181

For Vice President, International, Three-Year Term

Peter Agh: **Yes: 1520**
 Write-in: 11
 No Choice/Inv: 175


Lawrence D. Hughes


Suzanne R. Ludlow


Ron Carlee



Leaders at the Core of Better Communities

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