



Welcome to the City of *Weston, Florida*

Assistant City Manager \ Chief Operating Officer Position Available—Apply by March 3, 2017



Located approximately 20 miles west of Fort Lauderdale, Weston is on the edge of the Florida Everglades. Since 1978 when the area began to develop, Weston has become one of Southeast Florida's premiere communities and true jewels. It prides itself on providing an unparalleled lifestyle and meeting the needs of its residents within the confines of the community.

The City is upscale with 66,256 residents and homes selling between \$350,000 and several million. The most common prices are in the \$500,000 to \$700,000 range with condominiums selling for less. The schools are excellent and the City is extremely well-run. Crime is low, people are friendly and the quality of life is superb. It is also known for its diverse and involved population and a corporate community from across the globe.

One of the City's primary attributes is the appearance it presents and the beauty of its landscaping. Residents will jokingly tell you that the grass is cut with a pair of scissors so it will be just right. And if you spend time examining the landscaping, you might just believe it. More importantly that is the level of service its residents expect and are accustomed to receiving.

If you are a highly motivated, outstanding professional with high level management experience, we invite you to consider becoming a member of the City's elite team of professionals.

BACKGROUND

Weston is located in the central area of the western edge of Broward County. To the east lies Cooper City and Davie, to the south is Southwest Ranches and Pembroke Pines and to the north and west are the Everglades. I-75 and I-595 form parts of the northern and eastern borders of the City respectively, and provide easy transit to the region's wide variety of activities and attractions. The City itself covers just over 27 square miles and is one of the largest master-planned communities in the United States.

Weston prides itself on excellence and has won many awards and much recognition in the years since incorporation. The latest occurred in 2016 when Money Magazine ranked the City 8th in its Best Places to Live in America, and in 2015 Family Circle ranked it in its list of 10 Best Towns for Families. Some of its prior recognitions include BusinessWeek.com naming Weston as one of the most affordable suburbs in the United States, and Money



Magazine ranking the City number 18 on its list of cities with the highest percentage of job growth and 20th among cities with highest median income. In 2008, the same magazine named it as “One of America’s Best Small Cities”, one of only three cities in the State of Florida to receive this distinction.

The City is within 30 minutes of two major airports, Fort Lauderdale-Hollywood International Airport and Miami International Airport, making it an ideal jumping off place for both business and pleasure. The Port of Miami and Port Everglades in Fort Lauderdale rank #1 and #2 respectively as the busiest cruise ports in the world and offer many options for both sun and fun. For the nature lover, the previously mentioned Florida Everglades offer many exciting options for discovery and exploration. It should also be mentioned that the City maintains over 1,500 acres of wetland preserves as part of an ecological initiative.

For the sports fan, the Florida Panthers, South Florida’s professional hockey team, plays in neighboring Sunrise. To the south and nearby are the Miami area teams: the Heat, Dolphins and Marlins. For the college fan, the University of Miami, FAU, and FIU all have collegiate athletic programs that have achieved notoriety. Finally, a wide variety of recreational leagues for youth and adults are offered in both Broward and nearby Miami Dade County. Of course, the Atlantic Ocean beckons with many opportunities to enjoy the water – boating, fishing, paddle boarding, wind surfing and scuba diving.

For those who enjoy culture, Fort Lauderdale is known for its Riverwalk Arts & Entertainment District, the Museum of Art, and the Broward Center for the Performing Arts (offering a variety of Broadway performances).

There are also a myriad of opportunities for culinary and retail enjoyment within the City. The Mediterranean-style Weston Town Center offers several restaurants and food

shops such as: The Cheese Course (a European style cheese shop that offers 150 different varieties of Artisanal Cheeses imported from dairy farms all across the world as well as monthly wine tastings), The Japan Inn (offering Japanese-Thai style cuisine, including Sushi, Hibachi Steak and seafood cooked right at your table), Graziano’s Market & Restaurant (with fabulous Argentine cuisine and wines) as well as Prime Time (with upscale American fare for every taste) and Duffy’s Sports Bar for the sports enthusiast.

The Town Center also offers retail and service establishments from high-end jewelry and spa services to children’s toys. Numerous outstanding restaurants and shops dot the City’s other plazas. For those who like variety, the vast Sawgrass Mills in nearby Sunrise is a world renowned outlet mall.

For anyone with children, the ten public and two private charter schools serving the community are simply outstanding. All are “A” or “B” rated. Weston has the lowest crime rate in Broward County and is well known for its reputation of being an extremely peaceful, secure and picturesque community.

The City goes to extraordinary lengths to maintain its appeal, recognizing that quality residents and businesses are key to its success and that they in turn are the tax base that provides the money for essential city services.

This appeal is why Weston has consistently been recognized as one of the best housing markets in the State of Florida, with an average of less than 1% of homes being for sale at any given time and those that are for sale, sell quickly.

All in all, Weston is a truly unique City and presents an ideal opportunity for any professional. We invite you to apply!

HISTORY OF WESTON

Weston's real history began with Arthur Vining Davis' acquisition of 13,000 acres of land in the 1950's. In 1978 development of 25,000 dwelling units was approved although subsequent changes reduced that number to 17,000. In 1981, the Indian Trace Community Development District was created for the purpose of financing and managing the construction, maintenance and operation of water and sewer, water bodies, and arterial roadways.

In 1984 the first homes were completed in Windmill Ranch and Country Isles, and Weston had its first residents. By 1991, the District had over 5,000 residents and they began to assume control over their destiny. In 1991 three residents were elected to the previously developer driven board. In November 1993, other residents were elected to the remaining two seats.

Seeing Weston develop into what was appearing to be a self-sustainable community, the Board of Supervisors initiated an Incorporation Feasibility Study in April 1994 to determine if Weston should incorporate as a city, annex into a neighboring city, or remain as a part of unincorporated Broward County. In May 1995 the Board appointed a nine member Steering Committee to further study the issues.

Another part of the Board's efforts was the solicitation of proposals from the neighboring municipalities of Davie, Fort Lauderdale, Pembroke Pines and Sunrise to see if there were any benefits of Weston annexing to another city.

By November 1995 the Steering Committee and the Board of Supervisors arrived at the conclusion that the residents of Weston would be best served by forming a new municipality, one where the tax dollars generated by the residents would remain in Weston and be under the control of and available for the use of the residents. Planning and zoning matters would be determined by residents as well.

The Board voted unanimously to file a bill with the Florida Legislature authorizing a vote on incorporation. On May 5, 1996 the State Legislature approved the bill.

On September 3, 1996 the residents of the Indian Trace Community Development district went to the polls and voted 90% in favor of incorporation. The City of Weston was born.

DEMOGRAPHICS

Weston's population is actually a bit younger (median age 38.8) than that of the state of Florida as a whole (41.5) and only slightly older than that of the U.S. as a whole (median age 37.4). A more detailed breakdown can be found in Table 1.

Table I: Age Breakdown

Age Bracket	Percent
0 to 15	24%
15 to 25	14%
25 to 45	23%
45 to 65	30%
65 to 85	8%
Over 85	1%

Source: U.S. Census Bureau

The racial breakdown is 85.3% Caucasian, 4.5% African American, 4.7% Asian, and the remainder are other races or two or more races. Ethnically 50.3% of the population is Hispanic (all races). The population is 50.8% female and 49.2% male. 56.9% of the population speak a language in other than English at home. 2,296 are veterans.

The median household income is \$93,814 compared to \$47,827 for the state as a whole. Mean household income is \$126,177. Approximately 6.0% of the families are below the poverty level. Of those over 25 years of age, 97.2% have

Table II: Climate Data for the City of Weston, FL

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
Average High °F	75	77	79	82	86	89	90	90	89	86	81	77	83.4
Average Low °F	57	59	62	66	71	75	75	76	75	72	66	60	67.8
Precipitation Inches	2.6	3.4	3.6	3.5	6.2	9.8	7.4	8.0	9.4	6.4	3.9	2.4	66.6

Source: weather.com

at least a high school degree and 59.1% have a Bachelor's degree or higher.

THE CLIMATE

Weston features a tropical rainforest climate without a great deal of seasonal variation in temperature. Average monthly temperatures are always above 66° F and average monthly precipitation is above 2.39 inches. While rain does fall in winter, the majority of precipitation is received during the summer months. See Table II (above).

The hurricane season is between June 1 and November 30 with major hurricanes most likely in September and October. It should be noted, though, that hurricanes are not a regular occurrence and very few result in serious injury although property damage can be significant. Further, if you are more than 50 miles from the center, the winds are likely to be intense but not destructive. The most recent storms that directly affected the City were Hurricane Katrina and Hurricane Wilma, both of which occurred in 2005.

THE GOVERNMENT

Weston's government operates under the Council-Manager form. Day-to-day operations are overseen by a City Manager whom the City Commission appoints. The City's governing body is composed of a Mayor and four Commissioners. The Mayor is elected at-large. The Commissioners are also elected at-large but must reside in one of four geographic areas. They are limited to two four

year terms. The terms are staggered and elections are held in November to coincide with Federal and state elections. The City has had one City Manager since 1997. The elected officials get along well and respect the staff.

Since its inception, Weston's management philosophy has been to hire exceptional people, and provide them with the resources they need to excel. It also has attempted to minimize the number of full-time employees while emphasizing effectiveness and flexibility. Thus the City has only ten employees and contracts with third parties providing 273 FTEs to perform the vast majority of what must be done. For example, the City contracted with the Broward Sheriff's Office for Law Enforcement and Fire Rescue services; and with private firms for Parks and Recreation, Engineering, Finance, Landscaping, Public Works, Zoning, Building, Administrative and IT Services. The City's full-time staff's primary function is to deliver the best services by careful monitoring of the work of the contractors.

The City's general fund budget for Fiscal Year 2017 is \$41,666,041 and the total budget, including all dependent districts, is \$126,011,944. In 2015, the City's gross taxable valuation was \$7,728,744,100 and the current millage is 2.39 mills. The City has an Aaa credit rating from Moody's and an AAA rating from Standard and Poors.

The City also has a track record of staff members receiving multiple awards for excellence in their respective fields.

THE POSITION

The Assistant City Manager/Chief Operating Officer (ACM/COO) is one of two Assistant Managers reporting to the City Manager. The other is the Assistant City Manager/Chief Financial Officer. Both are expected to function at an extremely high level. The ACM/COO is expected to be a visionary—someone who is able to see beyond the City’s current physical and operating infrastructures, think strategically how to reach their ultimate potential, and create the means to achieve that potential. The ACM/COO will provide for the needs of his/her subordinates, mentoring and coaching them. Together, they will construct bids/RFPs/contracts and monitor contractor performance.

The ACM/COO will oversee Parks & Recreation (league and individual sports, parks maintenance, arts and culture), Landscaping (landscaping on public property throughout Weston), Public Works (engineering, facilities, GIS, roadways, stormwater, utilities and solid waste), and Capital Projects, in addition to any other responsibilities that may be assigned by the City Manager. The ACM/COO should bring with them extensive experience in municipal operations and contracting for projects and services.

Table III provides a breakdown of each functions’ budget for FY 2017.

Table III: Budgets for the ACM / COO's Functions

Function	Budget
Landscaping	\$5,507,100
Parks and Recreation	\$7,031,910
Public Works	\$9,854,077

The ACM/COO oversees three city employees who oversee approximately 30 contractors who provide the people to perform the above described services.

THE IDEAL CANDIDATE

While Weston is seeking a talented and experienced professional manager, it is really looking for an outstanding leader to partner with its existing staff in an ever continuing effort to improve the effectiveness and efficiency of the city government. As such, he/she will have:

1) **A passion for excellence.** Passion breeds enthusiasm and dedication and drives a person to transform results from ordinary to extraordinary. The Assistant City Manager needs to be someone who does not settle for second best because this community is one where the best is merely adequate and something to be exceeded. This job is not a retirement job. Only the serious and vigorous will be successful.

2) **Vision.** Weston is looking for someone who is constantly considering the future with imagination and creativity. It is critical that the individual envision the big picture, consider alternative strategies, and create a vision for Weston to ensure a sustainable and bright future.

3) **Inspirational.** The ACM will be a leader who will inspire staff to achieve greatness and take Weston to the next level, to do the things that will raise its already stellar profile to that of an internationally recognized, world class city. The individual will realize that caring about staff, mentoring and employee development are some of the keys. He/she will also recognize that high expectations and accountability are part of inspiration.

4) **Excellent communication skills.** The City desires the ACM to be able to speak and write with excellence. The individual will be one of only ten city employees and he or she will have to present ideas, concepts, designs, etc. to the City Manager, elected officials and community. The ideal candidate will be able to explain his or her thoughts with precision and clarity. The individual must be able

to explain complex terminology in a way that is readily understandable to those with very little knowledge of local government.

5) **Experienced.** The ACM will have experience in managing operations for a larger organization. She or he will have had ten years of progressively more responsible positions culminating in the oversight of functions of considerable size and complexity. The ideal candidate will have experience in the public sector. Experience with natural disasters, particularly hurricanes, is a particular benefit. NIMS certification is preferred and will be required within one year if not already held. While hurricanes have not been prevalent, the City believes in being prepared.

6) **Financially Savvy.** Weston is in an incredibly strong financial position because it manages its money wisely. The City wants someone who can distinguish between what is necessary and prudent, and what is not. In other words, the City wants maximum yield on its investment, and the next ACM must manage the budget with diligence and care.

7) **Involved.** The next ACM will be very involved in the work and recognize that the key to success is doing whatever is necessary for however long it is necessary. Ensuring exceptional customer service is provided to residents, staff, and contractors is a necessity.

8) **Commitment.** Weston has a history of long tenured employees and expects the next ACM to stay with the City for at least ten years.

9) **Education.** Weston is a community composed of highly successful and well educated individuals. The ideal candidate will have a minimum of a Bachelor's degree and a Master's degree is preferred.

RESIDENCY

The Assistant City Manager / COO is not required to live within the corporate limits of the City. It is hoped, however, that the ACM will desire and be able to live in Weston.

COMPENSATION

The starting salary will be in the range of \$150,000 to \$175,000 for the right candidate. Benefits are excellent.

CONFIDENTIALITY

Under Florida law, all applications are a public record once submitted. As a practical matter we do not anticipate any media coverage of this process.

HOW TO APPLY

E-mail your resume to Recruit39@cb-asso.com by March 3rd. Faxed or mailed resumes will not be considered. Questions should be directed to Colin Baenziger at (561) 707-3537.

SCHEDULE

Candidates will be screened between March 4th and April 5th. Interviews will be held shortly thereafter and a selection made.

OTHER IMPORTANT INFORMATION

The City of Weston is an Equal Opportunity Employer and strongly encourages minorities and women to consider applying for the Assistant City Manager/COO position. For more information about the City, visit: <http://www.westonfl.org/>