



# Welcome to the City of Cooper City, Florida

Information Systems Manager Position Available—Apply by March 10, 2017



**Someplace Special**

Located near Florida's southeast coast, Cooper City is a beautiful city, well-loved by residents and non-residents alike. Not long ago, Family Circle magazine named it one of the 10 best places to raise a family. Abundant with parks, an excellent school system, and a welcoming community, Cooper City is a gem within Broward County, rife with opportunity and potential.

There is no shortage of activities or travel opportunities. Cooper City is about 12 miles west of Fort Lauderdale and Florida's Atlantic Ocean beaches, and it is 12 miles east of the Everglades. It is less than 30 minutes to Fort Lauderdale International and Miami International Airports, just a little farther to Miami's world renowned South Beach and still a bit farther to the Florida Keys.

In fact, you can leave on a day cruise to the Bahamas in the morning and be home the same night. Port Everglades (in Fort Lauderdale) is the second busiest cruise port in the world, just behind the Port of Miami.

But if you suggest any of the preceding activities to a Cooper City resident, the most likely response is a shrug of the shoulders and the comment, “We have everything we need here. Why bother?”

They are all proud of their community—to them it is “Someplace Special,” a little bit of heaven on earth. In fact, “Someplace Special” is the City’s motto. The last Citizen’s Survey done in 2009 found 94% of the respondents rated the overall quality of life as Good or Very Good. Crime is very low and 84% of those surveyed rated the safety of their neighborhoods after dark as Somewhat Safe to Very Safe. The Insurance Services Office has given Cooper City an excellent ISO rating of 3.

People move to Cooper City for the schools, which are all A-rated. In fact, GreatSchools.org ranks them as 8 on a 10-point scale. Cooper City High school is nationally acclaimed as a Blue Ribbon School and one of America’s Best High Schools by The Washington Post and Newsweek. Approximately 40% of the students took an Advanced Placement examination in 2016 and 53% scored a 3 or higher. Of the schools located in the City, all the elementary and middle schools are ranked in the top 15% in Florida by schooldigger.com. A number of nearby universities are readily accessible. These include, among others, Broward College, the University of Miami, Nova Southeastern University, and Florida Atlantic.



Housing prices are not cheap but, by the same token, are not outrageous. The median home value in Cooper City is \$384,900, and higher-end homes range closer to \$800,000. Right now, the market is rated as “Hot” by Zillow.com.

The scenery and attractions of Cooper City offer enriching access to wildlife and education. Flamingo Gardens is a 60-acre wildlife sanctuary, aviary, and botanical garden. The aviary showcases one of the largest collections of wading birds in the country, and the rest of the park itself has a vast array of flora and fauna. Everglades Holiday Park, or the “Gateway to the Everglades,” is a nearby preserve and theme park that offers narrated boat rides, alligator shows, fishing, and camping, as well as educational and conservation programs.

More than anything else, Cooper City is a close-knit community. The neighborhoods are friendly and the residents support each other. People and institutions work together for the betterment of the City. For example, the Optimists run the sports recreation programs on city fields while the City maintains them. Practices are often held at a public school. The PTA is active and volunteerism is extensive.

Something special awaits the next Information Systems Manager in Cooper City, where the excellent community and education create a perfect environment for families to work and play.

## HISTORY

In 1959, Morris Cooper, a retired clothing manufacturer, envisioned a wonderful community on land reclaimed from the Everglades. At the time, the area hosted orange groves and cattle. Known before as Wacico Groves, Cooper purchased the land after it was devastated by floods in 1947-1948 and began building a community. By 1959, his vision was beginning to be realized with a small residency of 85 people. That same year, a Special Act of the Florida

legislature created Cooper City. By 1963, 120 homes had been built. Today, Cooper City has over 33,000 residents.

## DEMOGRAPHICS

Table 1: Cooper City Demographics

2015 Estimated Population: 33,382			
Distribution by Race		Distribution by Age	
Caucasian	77.8%	0 to 15	20.3%
African American	6.4%	15 to 25	14.1%
Asian	7.8%	25 to 45	23.8%
Two or More Races	8.0%	45 to 65	31.4%
Total	100%	65 to 85	9.4%
		Over 85	1.0%

Other Statistics		Median Age	
Hispanic (all races)	28.3%	Cooper City	39.2
Poverty Rate	4.7%	U.S.	37.4

Educational Achievement (over age 25)	
High School or Higher	94.9%
Bachelor’s Degree or Higher	43.0%

Source: U.S. Census

## CLIMATE

Cooper City has a tropical climate typical of southeastern Florida. Sunny winter days average highs of 76° F and lows of 60° F. Summers are hot (average high of 90° F and average low of 75° F) with high humidity and frequent but brief thunderstorms. The average annual precipitation is 57 inches and tends to come in brief, hard showers. Hurricanes strike Florida from time to time but are relatively rare and their impact is limited. If you are more than 50 miles from the hurricane’s center, it will probably not materially affect you. It should also be noted that a Category I hurricane

produces winds from 75 to 95 miles per hour—not much faster than we routinely drive our cars.

## GEOGRAPHY

Located near Southeast Florida’s coastline, Cooper City is located in western Broward County and covers 8.3 square miles. Fort Lauderdale lies 20 minutes to the northeast, Miami lies 30 minutes south, and the Everglades lie to the west. Cooper City is 6.5 feet above sea level and the land is very flat.

## COMMERCE

Cooper City is primarily a residential community and its largest employers reflect that fact. Many employment opportunities are found in the surrounding areas. (Table 2)

## THE GOVERNMENT

The City follows the Commission-Manager form of government with a Mayor and four Commissioners. All

Table 2: Principal Employers, Cooper City, Florida

Employer	Industry	Employees
Walmart	Retail	430
Publix	Retail	422
School Board	Education	412
Integrated Medical Center	Healthcare	120
High Point Treatment Center	Healthcare	115
Winn Dixie	Retail	100
City of Cooper City	Government	95
Animal Medical	Healthcare	82
Walgreens	Retail	78
Beverly Hill Cafe	Food	70

Source: City of Cooper City, Florida 2015 CAFR

serve staggered four-year terms and have term limits of three consecutive terms. The City is divided into four commission districts and one commissioner must come from each district. Every eligible voter can, however, vote for every commission race. The Commissioners all genuinely want what is best for the community and hold the staff in high regard.

City employees are talented and wear many hats. They pride themselves on being accessible to residents and on working hard to solve their problems.

The employees truly enjoy their work and take pride in their efforts. Many are long time employees. Part of the reason for this longevity is that their services are valued and residents, managers and elected officials treat them with respect. For example, senior management and the elected officials serve the employees at the annual Christmas Party. It is, in many ways, one big happy family.

The City is in good financial health, very conservative financially and well run. Reserves are sufficient. While

Broward County provides Police and Fire Services through a contract, the City provides the other typical municipal services—roads, drainage, parks, recreation, growth management, building, planning and zoning, water and wastewater. The City has approximately 95 full time employees and the operation is very lean. The total budget is \$57.3 million with the General Fund portion being \$35.6 million.



## THE INFORMATION SYSTEMS FUNCTION

The Information Systems (IS) Manager reports to the Finance Director and supervises one employee. The IS Manager is responsible for the successful operation of all the City's information systems. That includes, among other things: (1) short and long range planning to ensure the City has the best technology and that they operate optimally; (2) ensuring the systems serve the public in providing timely information and appropriate functionality; (3) providing support to City staff regarding information systems issues (hardware maintenance, software upgrades, diagnostics and troubleshooting); (4) coordinating the activities of service providers and insuring adherence to contractual and operational specifications; and (5) overseeing the operation of the Avaya VoIP telephone system as well.

The City's function is well funded and equipment is relatively current. It presently is responsible for 21 servers and 120 computers/laptops and tablets. Beyond the typical office applications, the City uses a suite of municipal software solutions provided by BS&A Software. It also supports telemetry hardware for the Utilities Department. The information systems function does not support police or fire.

## THE CHALLENGES AND OPPORTUNITIES

The City is currently operating smoothly overall with respect to its information systems function. Consequently, it is not anticipated that the new IS Manager will face any particularly challenging

or unusual issues. Rather this situation is one where the City hopes the new IS Manager will provide a candid assessment of the systems while continuing to provide the outstanding IT support residents and staff have come to expect. The only noticeable area where improvement can be made is the City does not presently have any offsite storage and back-up.

## THE IDEAL CANDIDATE

The City is looking for a talented Information Systems Manager with a track record of achievement and a strong customer service focus. The ideal candidate will be forward thinking and always seeking better ways to accomplish what needs to be done. He/she will be technically competent and knowledgeable of current industry trends. The individual will have a strong work ethic and be someone who can be counted on to deliver—an energetic team player who always has the best interests of the City at heart.

The best candidate will be an excellent communicator—both orally and in writing—and have excellent people skills. The individual will be open-minded and someone who does not have preconceived biases. He/she will listen carefully, evaluate the options, make recommendations and take action based on the facts. The ideal candidate will resolve all situations in a timely and tactful manner. Customer service and responsiveness both within and outside the organization will be a top priority for the ideal candidate. He/she will show utmost respect for everyone including the citizens, employees, and high-level officials.

The best candidate will set realistic goals for themselves and for their staff. The individual will be a mentor and someone who uses inspiration instead of intimidation. He/she will take pride in their work and settle for nothing less than a first class work product. The individual will have a sense of humor and be enjoyable to work with.

The City is looking for someone who has good analytical skills, someone who will look at processes and ask not just why but also why not. Being technologically savvy is important. The City wants to take advantage of current technologies to maximize productivity and disseminate information to the public.

The ideal candidate will have a strong background and proven track record in information systems. The individual will have a Bachelor's Degree in Management Information Systems, Computer Science or a related field and five (5) years progressively more responsible and practical technical experience in automated data management processes. He/she will have practical experience in network administration and desktop operations; some programming experience in writing new applications and modifying existing programs; or an equivalent combination of education, training and experience. Experience in the public sector is helpful.

## COMPENSATION

The salary range is \$68,000 to \$96,000 and the salary will depend on qualifications and experience. Benefits are excellent. The IS Manager will be part of the Florida Retirement System and other benefits are very good.

## THE MOST RECENT INFORMATION SYSTEMS MANAGER

The most recent Information Systems Manager recently moved to Colorado Springs. No internal candidates are expected to apply.

## RESIDENCY

Residency in the community is not required or expected.

## HOW TO APPLY

E-mail your resume and cover letter to [Recruit29@cb-asso.com](mailto:Recruit29@cb-asso.com) by March 10th. Faxed and mailed resumes will not be considered. Questions should be directed to Colin Baenziger at (561) 707-3537 or David Collier at (772) 260-1858.

## THE PROCESS

Once the closing date has passed, CB&A will forward the applicants' resumes and cover letters to the City for screening and selection. It is anticipated that it will move very quickly in interviewing and making a selection.

## CONFIDENTIALITY

Under the Florida Public Records Act, all applications are subject to disclosure upon receipt. As a practical matter, we would be extremely surprised if this recruitment received any outside attention.

## OTHER IMPORTANT INFORMATION

Cooper City is an Equal Opportunity Employer and encourages women, minorities and veterans to apply. A veteran's preference will be awarded per Florida law.

## ADDITIONAL INFORMATION

For additional information about the City visit:

<http://www.coopercityfl.org/>

COLIN BAENZIGER  ASSOCIATES  
EXECUTIVE RECRUITING

