

**From:** McHugh, Horace A. <[Horace.McHugh@citynmb.com](mailto:Horace.McHugh@citynmb.com)>  
**Sent:** Thursday, March 4, 2021 1:17 PM  
**To:** Commission All External <[CommissionAll@citynmb.com](mailto:CommissionAll@citynmb.com)>  
**Cc:** [hans@ottinotlawpa.com](mailto:hans@ottinotlawpa.com); Ottinot, Hans <[Hans.Ottinot@citynmb.com](mailto:Hans.Ottinot@citynmb.com)>; Rios, Francisco <[Francisco.Rios@citynmb.com](mailto:Francisco.Rios@citynmb.com)>  
**Subject:** RE: City Manager Recruitment

**This is being circulated to all Commissioners. Please do not Reply All.**

Good Afternoon: The City Attorney requested that I forward this update regarding the City Manager Recruitment process. The advertisement and job announcement were completed and circulated yesterday. As a reminder the City Attorney is the lead on this, so please contact him if you have additional questions. Horace

**Horace A. McHugh** | Assistant *City Manager*  
City of North Miami Beach  
T (305) 948-2900 x 2129  
F (305) 957-3602  
[horace.mchugh@citynmb.com](mailto:horace.mchugh@citynmb.com)

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17011 NE 19<sup>th</sup> Avenue, North Miami Beach, FL 33162 | [www.citynmb.com](http://www.citynmb.com) | City NMB on Social Media:

**From:** Rios, Francisco <[Francisco.Rios@citynmb.com](mailto:Francisco.Rios@citynmb.com)>  
**Sent:** Thursday, March 4, 2021 10:41 AM  
**To:** [hans@ottinotlawpa.com](mailto:hans@ottinotlawpa.com); McHugh, Horace A. <[Horace.McHugh@citynmb.com](mailto:Horace.McHugh@citynmb.com)>  
**Subject:** RE: City Manager Recruitment

Good Morning,

Postings were submitted to both Florida and Miami Dade League of Cities. I will share the direct links when live:

- <https://www.floridaleagueofcities.com/jobs>
- <http://mdclc.org/employment-ppportunities/> (emailed to a general address, and requested to be shared with membership)

Kind Regards,  
Frank

**Francisco J. Rios** | Human Resources & Risk Management Director  
City of North Miami Beach  
Human Resources & Risk Management Department  
T (305) 948-2918  
F (305) 787-6034

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**From:** Rios,Francisco

**Sent:** Wednesday, March 3, 2021 5:45 PM

**To:** Hans Ottinot <[hans@ottinotlawpa.com](mailto:hans@ottinotlawpa.com)>; McHugh,Horace A. <[Horace.McHugh@citynmb.com](mailto:Horace.McHugh@citynmb.com)>

**Subject:** RE: City Manager Recruitment

Will have the team provide me with an update on that in the morning.

**Francisco J. Rios** | Human Resources & Risk Management Director  
City of North Miami Beach  
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T (305) 948-2918  
F (305) 787-6034

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**From:** Hans Ottinot <[hans@ottinotlawpa.com](mailto:hans@ottinotlawpa.com)>

**Sent:** Wednesday, March 3, 2021 5:42 PM

**To:** Rios,Francisco <[Francisco.Rios@citynmb.com](mailto:Francisco.Rios@citynmb.com)>; McHugh,Horace A. <[Horace.McHugh@citynmb.com](mailto:Horace.McHugh@citynmb.com)>

**Subject:** Re: City Manager Recruitment

**[EXTERNAL]**This email originated from outside the organization.

Do not click links or open attachments unless you recognize the sender and know the content is safe.

Frank:

How about Florida League of Cities?

Hans

Get [Outlook for iOS](#)

**From:** Rios,Francisco <[Francisco.Rios@citynmb.com](mailto:Francisco.Rios@citynmb.com)>

**Sent:** Wednesday, March 3, 2021 5:30:42 PM

**To:** McHugh,Horace A. <[Horace.McHugh@citynmb.com](mailto:Horace.McHugh@citynmb.com)>; Hans Ottinot <[hans@ottinotlawpa.com](mailto:hans@ottinotlawpa.com)>

**Subject:** City Manager Recruitment

Good Afternoon,

The job opportunity has been posted or distributed through the following associations/websites:

- Neogov/City's job board: <https://www.governmentjobs.com/careers/citynmb/jobs/3003372/city-manager>
- [Governmentjobs.com](http://www.governmentjobs.com) job board - <https://www.governmentjobs.com/jobs?keyword=City%20Manager&location=North%20Miami%20Beach%2C%20FL>
- Florida City and County Management Association (FCCMA) – submitted, pending approval at: <https://fccma.org/jobs/>
- International City/County Management Association (ICMA): <https://icma.org/job-details?nid=127754>
- Broward County City Managers' Association (BCCMA): submitted for sharing with membership

- Miami Dade County City Managers' Association (MDCCMA): received confirmation that it has been distributed (by email) to its members
- LinkedIn: <https://www.linkedin.com/hiring/jobs/2445476503/detail/>

Additional advertising we are following up on:

- South Florida Business Journal: inquiry submitted, automated response

Should you have any questions please let me know.

Kind Regards,

**Francisco J. Rios** | Human Resources & Risk Management Director  
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