



**BOARD OF COMMISSIONERS
SPECIAL MEETING (CITY MANAGER
CANDIDATE PRESENTATIONS &
SELECTING FINALIST(S)) AGENDA**

**Friday, March 27, 2026 at 1:00 PM
Commission Chambers, 300 Municipal Drive,
Madeira Beach, FL 33708**

This Meeting will be televised on Spectrum Channel 640 and YouTube Streamed on the City's Website.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**

Public participation is encouraged. If you are addressing the Commission, step to the podium and state your name and address for the record, and the organization or group you represent. Please limit your comments to five (5) minutes and do not include any topic on the agenda. Public comment on agenda items will be allowed when they come up.

If you would like someone at the City to follow up on a comment or question made at the meeting, you may fill out a comment card with the contact information and give it to the City Manager. Comment cards are available at the back table in the Commission Chambers. Completing a comment card is not mandatory.

4. CITY MANAGER CANDIDATE PRESENTATIONS

- A.** Stanley Hawthorne
- B.** Michael Helfrich
- C.** Adrian Jones
- D.** Lynne Ladner
- E.** Debbie Manns
- F.** Timothy Owens
- G.** Raymond Palmer

5. SELECTING FINALIST(S) FOR THE CITY MANAGER POSITION

6. ADJOURNMENT

One or more Elected or Appointed Officials may be in attendance.

Any person who decides to appeal any decision of the Board of Commissioners with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the minutes to be transcribed verbatim; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Clerk at 727-391-9951, ext. 231 or 232 or email a written request to cvanblargan@madeirabeachfl.gov.

January 25, 2026

City of Madeira Beach
300 Municipal Dr.
Madeira Beach, FL 33708-1916

Dear City Official(s):

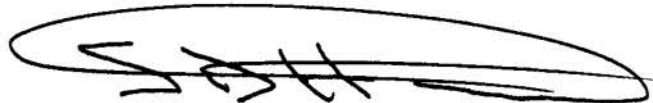
Thank you for the opportunity to apply for Madeira Beach's City Manager position. I am confident that my background and abilities meet the City's expectations for an energetic and enthusiastic individual with a proven track record of excellent leadership and performance-based management; an effective executor of strategic plans and related outcome components; and a developer of fundamentally sound public policy solutions complemented by eloquent verbal presentation and competent business writing skills. Success on the journey to sound community building and achieving priorities depends on a unified, strategic and participatory team whose members cooperate for the attainment of the best for Madeira Beach and its neighbors.

This letter and accompanying resume summarize my years of achievement as a local government manager, the last twenty years of diversified experience in Pine Lake and College Park, Georgia (750 and 15,000 full time populations and home of the busiest airport in the world); Bloomfield, Connecticut (22,000 full time population and as Connecticut does not have functional counties administered municipal, county, and education functional responsibilities); Fort Lauderdale, Florida (183,000 full time population and beach, downtown center, and "Venice of America" arts, culture and events mecca); and Lakeland, Florida (92,000 full time population and world-class destined community and regional provider of electric power production and transmission and water supply and treatment).

Real effectiveness over the course of my career has been achieved through a combination of characteristics including as a progressively experienced local government administrator specialized in strategic planning and financial management; diverse practitioner having worked in different geographical regions; caring, competent, and committed public servant; empathetic and ethical leader; responsive and accountable professional; transparent and forthright purveyor of public information; and team-oriented, appreciative and collaborative colleague. I believe that these traits of public service are invaluable for success as chief administrative officer.

Madeira Beach's shining and historic place presents a great opportunity to join a community building team and share my experiences while learning from the best minds in this community and enjoying the worthwhile amenities of the area as my next career and living adventure. I pledge to model and build great community through strength of character, commitment to performance-based operations, wealth of experience, openness to others' ideas, passion for hard work, appreciation of all constituents, love of community, and a demonstrated record of achievements.

Very truly yours,

A handwritten signature in black ink, appearing to read "S. Hawthorne", enclosed within a large, hand-drawn oval.

Stanley D. Hawthorne

119.071(4)(d)2h

hawthornestanley@gmail.com

Education

Master of Arts in Public Administration, University of Virginia
Bachelor of Science, Troy University

Employment Background

2025-Present City of Pine Lake City Manager

Pine Lake is the smallest city in DeKalb County, Georgia positioned about 12 miles east of downtown Atlanta. It is a small “artsy” community with a lake, originally developed as a resort in the 1930’s. As Atlanta sprawled around it, Pine Lake resisted pressure to disappear into the suburbs. It is known for the many artists, musicians, and writers who have flocked to its quiet shores, and the concerts, poetry readings, and art shows held in and around the quirky Pine Lake Beach House.

2023-2024 City of College Park City Manager

College Park, Georgia is an established community with a blend of unique business and educational centers, corporate offices, a variety of housing types, and a genuine and charming downtown. As a result, it is strongly positioned for rapid economic growth as both a hub for travel and tourism and the regional aerotropolis of the southeastern United States. College Park is an attractive location for raising a family outside of but next door to all of the amenities of Atlanta. The City is home to the busiest airport in the world, Hartsfield-Jackson Atlanta International Airport, hosting tens to hundreds of thousands of visitors on any given day, headquarters for companies such as Chick Fil A and neighboring Delta Airlines, as well as home to Woodward Academy, the largest private school in the country. College Park is a vibrant community known for its history, sense of community, and quality of life. The City offers hospitality in its municipal services from operating electric, water and sewer utilities; convention center, arena, and golf enterprises; and renowned parks, recreation, and cultural arts across the region.

2021-2023 Town of Bloomfield Town Manager

The Town of Bloomfield, Connecticut was first settled in 1642 and incorporated in 1835. The Town covers approximately 26 square miles and is north and adjacent to the capital city of Hartford. The Town’s current population is estimated to be 21,535. Bloomfield is administered under the Council-Manager form of government. The nine-member Town Council is elected biennially for a term of two years with minority party representation of at least three council members guaranteed. The Town Manager is appointed by the Council and serves as a full-time chief executive officer. As counties are non-functional in Connecticut, the Town provides a full range of county and municipal services to its residents including police protection and emergency operations; a pre-kindergarten through 12th grade public education system; a public library system and golf course; building services and land use development; construction and maintenance of highways, streets, and infrastructure; human services; and parks, recreation, and cultural events.

2019-2021 DoyleSH Corporation President

I served as President of DoyleSH Corporation, an incorporated consulting and retail enterprise formed in March 2019 following my tenure at Fort Lauderdale. The COVID-19 pandemic adversely impacted opportunities and the business operation was shuttered after the onset of the pandemic.

2011-2019 City of Fort Lauderdale Assistant City Manager

The City of Fort Lauderdale is located in the east-central portion of Broward County encompassing nearly 36 square miles with an estimated population of 182,827. Fort Lauderdale is the largest of Broward County's 31 municipalities and one of the ten largest cities in Florida famous for its beaches, arts, culture, and events. The City employs a workforce of approximately 2,600 full-time employees with five bargaining units. As Assistant City Manager and original member of the last senior executive team, we were committed to strategic planning of improving productivity, streamlining expenses, and developing a stronger, more effective organization supporting the City's embracement of a vision based on fiscal responsibility, accountability, high ethical standards, and quality delivery of services. It is a vision that rewards excellence, not mediocrity, and above all, places the people of Fort Lauderdale first.

2005-2011 City of Lakeland Assistant City Manager

Lakeland, with a population of approximately 92,000 residents in an area of 72 square miles, lies between the two major urban areas of Tampa Bay and Orlando and is experiencing the tremendous growth of the central Florida region. Services provided by the Lakeland government range from traditional police, fire, public works, and an extensive parks and recreation system to electric power production and transmission, water supply, wastewater treatment, solid waste collection, as well as services offered through its municipal parking facilities, regional airport, 27-hole golf course, and arena, performing arts and convention center. Responsibilities included assisting the City Manager in the full breadth of municipal services and direct oversight administering the City's Strategic Plan and Goals for Lakeland to be a vibrant, culturally inclusive, world-class community; human resources network and services for more than 2200 full-time employees; purchasing store of fuel, commodities and services valuing at more than \$300 million annually; and information technology, risk management, and internal audit functions.

2002-2004 Sun 'n Lake Improvement District General Manager

As General Manager for the Sun 'n Lake of Sebring Improvement District, I had a rare opportunity to return home and share the benefit of my career education and experience in the fastest growth area of the County. Sun 'n Lake originally comprised of a 25 square mile area for development has grown from an unpopulated wilderness to approaching 7500 residents today and evolved from a retirement community into a diverse melting pot of age, racial and ethnic components. In its unique charter created by the State and County, the District is wholly independent of the County and a full municipal service provider. The General Manager reports to a 5-member elected Board of Supervisors and is responsible for hiring and supervision of district employees and day-to-day operations. During my tenure, we adopted and applied energetic and innovative approaches to steer the Improvement District through the new century for reaching its growth potential.

1998-2002 City of Lauderdale Lakes City Manager

I served as the first City Manager of Lauderdale Lakes, a culturally diverse and economically challenged community of 32,000 residents. During strategic planning gatherings of the community and governing body, we determined a vision "to be the best city of its size through its commitment to safety, quality of life, government and efficient use of resources." At a staff level, we took the vision statement and applied it as a team to our daily working activities. We significantly expanded service delivery but maintained low property tax rates supplemented by grant opportunities and expanded user fees. A sampling of accomplishments included a new community center, new programs for youth and seniors, expedited building services for residents and developers, new street construction, a partnered new park and educational facility with the school board, significant technological advances including a web site (www.lauderdalelakes.org), beautiful entryway signage, a new passive park artfully landscaped by city staff, a wide variety of neighborhood improvements, improved bus transportation, crime reduction, and a community redevelopment area (CRA) designation promising significant redevelopment throughout the city.

1994-1998 City of Tamarac Assistant City Manager/Finance Director.

As Assistant City Manager/Director of Finance for the City of Tamarac, a community then of 56,000 residents with significant development opportunity abutting the Florida Everglades, I assisted the City Manager in the administration of daily city operations and special projects and in his absence, acted on his behalf managing the activities of the government. I represented the city in intergovernmental relations with federal, state and other local governments, and non-profit and private enterprises, as well as other groups and organizations. I also administered the city's \$55 million program/performance-based budget, management analysis, finance and accounting services, purchasing and contracts management and utilities' customer services.

1992-1994 City of Hollywood Director of Management and Budget

The City of Hollywood with a residential population of 140,000 is located between Miami and Fort Lauderdale and is one of Florida's largest cities. During my tenure there, I served as Director of Management and Budget as well as Interim Director of the Departments of Finance and Information Services. The challenges of this mature, ocean coastal community with its golden sand beaches included strategic planning efforts for improvement to the city's aging residential sections and commercial centers, rebuilding the utilities infrastructure, and meeting the challenge of business opportunity at Port Everglades, one of the major ports on the eastern seaboard.

1985-1992 City of Saginaw Assistant to the City Manager

Saginaw is a central city in the Lower Peninsula of Michigan. It is an industrial town dominated by the General Motors automotive industry; a mature city with an economically challenged urban core and diverse population mixture. Its population dwindled from a high of near 100,000 in the 1970's to 69,000 in the 1990's. As an administrator there for seven years, the management team and I grappled with the management of limited public resources while managing growing urban problems and diversifying a one industry economic base. We met the challenges head on even with a severely restricted property tax base.

Professional and Civic Affiliations

- Past President, Camp Fire USA Sunshine Council
- Past President, Broward City/County Management Association
- Member, International and Florida City/County Management Association
- Member, National Forum for Black Public Administrators
- Member, Government Finance Officers Association

Awards, Publications, Certifications

- Senior Executive Institute Alumnus
 - University of Virginia
- Certified Government Financial Manager
- Leadership Hollywood Alumnus
- Leadership Lakeland Alumnus
- Executive Leadership Institute
 - Harvard University, Syracuse University,
 - University of Texas, Wharton School
- Fifty Leaders of the Future
 - Ebony Magazine
- Municipal Annexation,
 - thesis written during my enrollment at the University of Virginia

Public Records Exemptions

Enclosed please find a copy of the response documents for your public records request. The following information is provided to explain the process employed to review and produce the response documents.

Reason	Description	Pages
119.071(4)(d)2h		2

January 24, 2026

Michael Scott Helfrich, P.E.

119.071(5)(j)

mhelfrich61@gmail.com

Dear Ms. Narloch and Members of the City Commission,

I am submitting my application for the position of City Manager for the City of Madeira Beach. My municipal career spans more than three decades, including over eleven years of continuous service with the City of Treasure Island from March 2014 through May 2025, during which I served as Public Works Director and, for one year, as Assistant City Manager. Prior to that, I spent approximately three and a half years with Pasco County in senior utilities and operations leadership.

During my time with the City of Treasure Island, I worked closely with the City Manager and City Commission on day-to-day operations, budget preparation and administration, capital improvement programs, and coordination across departments. In my year as Assistant City Manager, I supported executive administration across departments and assisted directly with the implementation of Commission direction and organizational oversight.

Much of my work involved utilities, stormwater, transportation, facilities, shoreline infrastructure, and post-storm recovery in a barrier-island environment, where practical decision-making and coordination with regional and state partners were essential. I am a Florida-licensed Professional Engineer, hold a State-Certified General Contractor license that is currently inactive, and am an active member of the International City/County Management Association (ICMA).

Earlier in my career, I served in the United States Navy in a technical role aboard nuclear submarines. In addition, part of my professional experience includes engineering and contractor work performed for government contractors on military installations, providing familiarity with Department of Defense standards, security requirements, and federally regulated project environments.

In addition to my professional experience, I have owned property in Madeira Beach since late 2011, which has given me a long-term, personal understanding of the community and its coastal environment.

My approach to the City Manager role is grounded in professionalism, transparency, and respect for the respective roles of the City Commission and staff. I believe the City

Manager's responsibility is to execute Commission policy faithfully, provide clear and objective professional advice, and support a work environment that values accountability and steady service to the public.

Madeira Beach faces ongoing challenges and opportunities common to coastal communities. I would welcome the opportunity to apply my experience in executive administration, infrastructure management, emergency preparedness, and organizational leadership in support of the City Commission's goals and the long-term interests of the community.

Respectfully submitted,

Michael Scott Helfrich, P.E.

Florida Professional Engineer

State-Certified General Contractor (Inactive)

MICHAEL SCOTT HELFRICH, P.E.

Professional Summary

Senior municipal executive with more than 30 years of experience in Florida local government, including over eleven years of continuous service with the City of Treasure Island (March 2014 – May 2025) and approximately three and a half years with Pasco County in senior utilities and operations leadership. Experienced Assistant City Manager and Public Works Director with a strong record of City Commission support, municipal operations leadership, capital program delivery, fiscal oversight, and emergency management. Earlier professional experience includes engineering and contractor work for government contractors on military installations, providing familiarity with Department of Defense standards, federally regulated project delivery, and high-accountability environments.

City of Treasure Island, Florida | March 2014 – May 2025

Public Works Director/Assistant City Manager

Supported the City Manager in executive administration, cross-departmental coordination, budget development, and implementation of City Commission policy.

Directed utilities, stormwater, transportation, facilities, shoreline protection, and fleet services. Managed capital improvement programs and led hurricane preparedness, response, and recovery operations.

Pasco County, Florida | January 2008 to October 2011

Director of Utilities Operations and Maintenance

Provided senior leadership for countywide water and wastewater maintenance and operations functions serving a large and diverse customer base. Responsible for day-to-day operation, maintenance, and regulatory compliance of water distribution and wastewater collection systems. Oversaw personnel, budgets, fleet, and contracted services while coordinating with engineering, capital programs, regulatory agencies, and county administration. Supported emergency response planning and continuity of essential utility services in a rapidly growing county environment.

Education & Credentials

Florida Professional Engineer (P.E.)
State-Certified General Contractor (Inactive)
Bachelor's Degree – Engineering

Professional Affiliations

International City/County Management Association (ICMA) – Active Member

Leadership Philosophy

My leadership philosophy is grounded in professionalism, accountability, and respect for the governance structure of local government. Having served more than a decade in senior leadership roles within a single coastal municipality—including service as Assistant City Manager and department director—and in county government, I understand the importance of institutional knowledge, continuity, and disciplined execution of City Commission policy.

As a member of the International City/County Management Association (ICMA), I am committed to ethical leadership, political neutrality, transparency, and service to the public interest. I believe the City Manager's role is to provide objective, well-reasoned professional advice while ensuring that municipal operations are conducted efficiently, responsibly, and in compliance with applicable laws and regulations.

I place a high value on collaboration and communication. Effective leadership requires listening to elected officials, staff, residents, and regional partners, and translating that input into fiscally responsible and operationally sound outcomes.

Above all, I am committed to maintaining public trust and organizational stability. Sound management practices, transparency in operations, and responsiveness to community needs are essential to supporting the long-term vision of the City Commission and the community it serves.

Public Records Exemptions

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Reason	Description	Pages
119.071(5)(j)		1

ADRIAN L. JONES

Item 4C.

119.071(4)(d)2h

adrianjonesjohnson@gmail.com

Dear Mayor and Members of the City Commission,

I am writing to express my interest in the City Manager position with the City of Madeira Beach. With more than twenty years of executive leadership experience in municipal and county government, supported by a Master of Public Administration and a Bachelor of Science in Civil Engineering, I bring a strong background in coastal community management, capital project delivery, financial stewardship, and tourism-driven local government operations that aligns well with the needs of “Mad Beach.”

I currently serve as Town Manager for a historic coastal tourism community, where I act as the chief executive officer and principal advisor to the governing body. In this role, I oversee all municipal operations, manage a diverse workforce, and administer operating and capital budgets while balancing the unique demands of a small residential population and a significant visitor economy. Managing a coastal destination community has required a strong focus on service delivery, infrastructure resilience, public safety coordination, and maintaining the quality of life that attracts both residents and visitors year-round.

My experience includes direct oversight of capital improvement programs involving stormwater infrastructure, roadway and streetscape improvements, beach and shoreline-related projects, public facilities, parks, and marina-related operations. I have managed projects funded through a combination of local revenues, grants, and state and federal programs, ensuring regulatory compliance, fiscal accountability, and timely project delivery. My background in civil engineering allows me to engage effectively with consultants, contractors, and staff on technical issues while maintaining an executive-level perspective focused on outcomes, cost control, and community impact.

In Florida and other coastal environments, I have worked closely with elected officials, county partners, and regional agencies to address issues related to resiliency, tourism impacts, infrastructure maintenance, and emergency preparedness. I am experienced in coordinating with sheriff's offices, fire and EMS providers, public works teams, and regulatory agencies to ensure seamless service delivery in communities with limited geographic footprints but high public visibility.

ADRIAN L. JONES

Item 4C.

119.071(4)(d)2h

| adrianjonesjohnson@gmail.com

As City Manager, I bring a collaborative, transparent, and service-oriented leadership style. I value clear communication with elected officials, staff, residents, and business owners, and I understand the importance of balancing fiscal discipline with responsiveness to community needs. My experience managing small, high-profile organizations with lean staffing structures has strengthened my ability to prioritize effectively, build strong teams, and deliver results in fast-paced, public-facing environments.

Madeira Beach's blend of small-town character, coastal tourism, and complex service demands is a setting in which my experience is particularly well suited. I am enthusiastic about the opportunity to work with the Mayor and City Commission to advance strategic priorities, manage capital investments, and preserve the community's unique coastal identity while ensuring effective, professional municipal operations.

Thank you for your time and consideration. I would welcome the opportunity to further discuss how my coastal community leadership experience, capital project background, and commitment to public service can support the City of Madeira Beach.

ADRIAN L. JONES

119.071(4)(d)2h

adrianjonesjohnson@gmail.com | 119.071(4)(d)2h

PROFESSIONAL SUMMARY

I am a dedicated and results-oriented Executive who has led multidivisional teams and driven the success of municipal government organizations. I possess strong leadership skills, a strategic mindset, and a passion for process improvement. I currently serve as the Town Manager for the Town of Atlantic Beach, SC. I have also served in leadership roles such as County Administrator, Public Works Director and Administrator for municipal water departments. I have managed budgets ranging 150k to 1 Billion successfully and effectively on schedule and under budget.

EDUCATION

Master of Public Administration (Finance)

Concordia University, Austin, TX

Bachelor of Science in Civil Engineering

University of Arkansas, Fayetteville

SOFTWARE PROGRAMS

ArcGIS, Publisher, Word AUTOCAD, ESRI, Bluebeam, Tyler Enterprise ERP, BambooHR, Executime, Civic Clerk, Google Workspace, Business Software, Microsoft Office (including Outlook, Excel, PowerPoint, Teams, and Word), MUNI, Accounting

KEY SKILLS

- Strategic Planning and Execution
- Financial Leadership, Project Management and Team Development
- Capital Planning, Budget Management and Cost Reduction Strategies
- Public Engagement and Communications Strategy
- Experienced in high-growth municipal environments
- Possess knowledge for administering Type-A General Law cities and other government policies and regulations
- Knowledge of Federal, State, and Local Regulations
- Adept at working with elected officials, MUDs, and regional partners
- Knowledge of Generally Accepted Accounting Principles (GAAP)
- Effectively communicate professionally in both verbally and written

WORK EXPERIENCE

Town of Atlantic Beach– Town Manager November 2023 – Present

- Developed the Towns 10 year Master Development Plan to establish short-term and long-term goals for the Town.
- Maintain clear and consistent communication among the Mayor, City Council, staff, committees and citizens.
- Manage and supervise all departments of the city which include: Electrical, Water/Wastewater, Public Safety, Parks & Recreation, Finance, Community Development, Airport, Administrative and Maintenance with the following in mind: Effective leadership and communication, Strategic structural organization of departments, Efficient and sufficient staffing, schedules and workload assignments.
- Engage and motivate staff to excel within roles.
- Ensure staff receive appropriate training to excel.
- Ensure uniform conformance and implementation of policies and procedures.
- Update and standardize policies and procedures to improve efficiency and effectiveness of operations.
- Assign projects to departments and staff.
- Complete performance evaluations and make decisions regarding hiring, disciplining, and terminating of city staff, excluding the Mayor and City Council.
- Discuss and present the annual budget with the Mayor and City Council.
- Monitor and administer revenues and expenses are in accordance with the adopted budget.
- Provide timely financial reports to the Mayor, City Council, and Department Directors.
- Assist with completing the annual audit, correcting deficiencies and presenting to the Mayor and City Council.
- Ensure laws, policies, ordinances, purchasing policies and regulations are enforced
- Advise Mayor and City Council of current and future needs for planning purposes (for example future growth and economic development).
- Frequently communicate Departmental updates to the Mayor and City Council.
- Perform and administer contract management.
- Develop and maintain intergovernmental relationships.
- Prepare, oversee, and/or review studies/reports, and coordinate/communicate with the Mayor and City Council for decision making.
- Attend all City Council and committee meetings and workshops.
- Maintain a positive professional image.
- Establish and maintain effective working relationships with employees, city officials and the public.
- Efficiently and effectively make sound judgements and decisions with the best interest of the citizens and city in mind.
- Perform other duties as may be directed by the Mayor and City Council.

Francis County– Asst. County Administrator
September 2021 - November 2023

- Prepared, monitored, and executed the county's annual budget, ensuring fiscal responsibility and alignment with community priorities.
- Organized comprehensive budget packets, including options and recommendations, to the County Council for review and potential approval.
- Ensured, through collaboration with the Finance Director, annual audit and all required reporting is completed, reviewed, and submitted appropriately.
- Evaluated planning-related legislation and applicability to the city and departmental functions.
- Possessed a familiarity with applicable city planning laws, statutes, and ordinances and incorporated updates into the Development Code.
- Provided guidance to short and long-range decisions in comprehensive and current land use planning and code administration.
- Informed the Mayor and Council of upcoming events and impacts affecting City land use practices and policies.
- Supervised operations of all county departments, providing direction and support to department heads and setting clear goals and expectations as well as accountability measures for County operations.
- Oversaw the selection, evaluation, discipline, and suspension of all county employees, ensuring adherence to personnel policies and fostering a productive workforce. Also oversee employee training and development to build a skilled and motivated workforce.
- Performed as a strategic advisor to the County Council on overall governmental operations, providing expert guidance and recommendations.
- Implemented and monitored all ordinances, resolutions, and policies set by the County Council.
- Fostered a positive and inclusive workplace culture that promotes employee engagement and professional growth.

The Jones Firm Consulting LLC – President/Owner
January 2015 – Present

- Guided municipalities in securing state and federal funding through grant programs
- Prepared amendments to the City Code, Comprehensive Plan, and Redevelopment Plans, and processes them according to local regulation and state law.
- Collaborated closely with the County Manager's to implement the county-wide strategic plan while tracking organizational performance expectations and goals.
- Implemented priorities and policies developed by executive leadership working with department leaders to align resources, monitor initiatives, and achieve desired outcomes.
- Provided leadership and direction to departments as directed by the COO, ensuring efficient service delivery and coordination among different departments to align common goals.
- Assisted in budget planning for county operations and identifies opportunities for cost-savings and operational efficiencies.
- Responded inquiries and provides demographic and other planning data and information to other employees, other public agencies, realtors, appraisers and private developers, engineers, architects and the general public.
- Provided technical assistance and support to local nonprofit and for profit organizations in

establishing and implementing community development programs.

- Attended various board and committee meetings, both as a source of professional information and as a leader and facilitator; engage in special projects and other similar tasks.
- Performed other duties as assigned by the Office of Community Development and Building and Code Enforcement Departments.
- Maintained relationships with key stakeholders to advance public policy objectives.
- Designed measurable program goals and implemented best practices in public engagement.
- Provided strategic financial consulting, helping clients achieve sustainable budgeting and results.
- Delivered workshops on fiscal responsibility and financial planning for municipal leaders.

Ware County – Public Works Director

September 2007 – July 2015

- Formulated and implemented policies to optimize city operations and compliance.
- Oversaw department budgets exceeding \$10 million, ensuring alignment with city goals and fiscal responsibility.
- Directed all municipal functions by directing and administering policies and procedures governed by city code, ordinances and resolutions, directing department and contractor activities, establishing goals and objectives, making major administrative policy decisions, reviewing and presenting the annual budget, and developing short- and long-term strategies for growth.
- Managed staff performance, hiring, and training to achieve operational excellence.
- Developed long-term capital improvement plans, securing funding for critical infrastructure projects.
- Represented the city to media, citizens, and local organizations, fostering positive relationships.
- Provided training to departmental employees related to general ledger process and guidelines, policies, procedures and reporting; provided additional training as needed and required.
- Set up new accounts, accounting units and activities for Departments in the computerized financial/ accounting systems as needed.

City of Forest Hill – Water/Wastewater Department Administrator

August 2000 – July 2007

- Supervised staff, ensuring compliance with safety regulations and performance standards.
- Planned and implemented annual budgets and operational goals.
- Provided assistance to Chief Financial Officer(s) in the municipalities to ensure all accounting transactions.
- Prepared monthly, quarterly and annual financial statements for multiple municipalities.
- Oversaw daily operations, ensuring efficient, effective, and ambitious execution of programs and services.
- Fostered a culture of excellence, collaboration, and continuous improvement.
- Ensured compliance with all relevant regulations and standards.
- Improved revenue tracking systems, reducing billing errors by 25%.
- Collaborated with local, state, and federal agencies to meet public works

requirements.

- Enhanced community relations through timely responses to citizen inquiries and project updates.
- Planned, supervised, assigned, monitored and evaluated the work activities to assigned personnel.
- Collaborated with other engineers, architects, and construction professionals to ensure the successful completion of projects.
- Conducted site visits and inspections to ensure compliance with design specifications and safety standards.
- Prepared and present reports, proposals, and other documentation related to projects.

ACHIEVEMENTS

- Successfully increased operational efficiency by 20% through process improvements at Ware County
- Secured over \$5 million in grant funding for municipal clients at The Jones Firm Consulting LLC.
- Spearheaded a community outreach initiative, resulting in a 30% increase in public engagement.
- Led a financial restructuring project at Wesson, achieving a 15% cost savings.

PROFESSIONAL MEMBERSHIPS

- Active Member of Tau Iota Sigma Chapter of *Phi Beta Sigma Fraternity, Inc.*
- Committee Member, Greater Memphis Chamber of Commerce Small Business Task Force

Public Records Exemptions

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Reason	Description	Pages
119.071(4)(d)2h		1-3

LYNNE LADNER - ICMA-CM, SHRM-SCP

January 25, 2026

Ms. S. Renée Narloch, President
S. Renée Narloch & Associates
Tallahassee, Florida

Re: City Manager – City of Madeira Beach, Florida

Dear Ms. Narloch and Members of the Selection Committee:

I am submitting my application for the position of City Manager for the City of Madeira Beach. I bring more than eighteen years of executive municipal leadership experience, including direct service to coastal Florida communities, with a demonstrated record of delivering transparent financial management, complex infrastructure programs, and responsive, community-focused administration under the commission–manager form of government.

Throughout my career as a City Manager, Town Manager, and senior municipal executive, I have served as the Chief Administrative Officer responsible for implementing Commission policy, managing day-to-day operations, and ensuring fiscal accountability and organizational performance. I have prepared and administered annual budgets and multi-year capital improvement programs, maintained clear and timely financial reporting, and advised elected officials with professionalism and candor consistent with Florida’s Sunshine and Public Records laws.

As Town Manager for Ocean Ridge, Florida, I directed all municipal operations for a coastal community with significant infrastructure and environmental considerations. My work centered on stormwater and flood-mitigation projects, infrastructure reinvestment, and maintaining a visible, accessible leadership presence for residents and stakeholders. In my current role overseeing multiple Florida special districts, I continue to manage complex water, wastewater, and stormwater systems and provide strategic guidance to governing boards on capital planning, regulatory compliance, and long-range financial sustainability.

Madeira Beach’s dual identity as a residential community and a premier coastal destination is a challenge I am well prepared to lead. My experience balancing neighborhood preservation with tourism-oriented infrastructure, environmental stewardship, marina-adjacent operations, and public amenities directly aligns with the City’s priorities. I lead with clarity, accountability, and collaboration, and I place a strong emphasis on employee development, organizational morale, and effective public communication.

I am an active ICMA-CM and FCCMA member and am committed to ethical leadership and professional management standards. I am prepared to step into the City Manager role and provide steady, effective leadership that supports the Board of Commissioners’ goals and advances the long-term success of the City of Madeira Beach.

Thank you for your consideration. I would welcome the opportunity to discuss how my experience and leadership approach align with the City’s vision for its next City Manager.

Respectfully submitted,



Lynne Ladner, ICMA-CM, SHRM-SCP

PROFESSIONAL SUMMARY

City Manager and senior municipal executive with more than 18 years of experience leading full-service and coastal municipalities under the commission–manager form of government. Proven record of transparent financial management, development and administration of annual budgets and multi-year capital improvement programs, and delivery of complex stormwater, utility, transportation, and coastal infrastructure projects. Known for visible, community-centered leadership that balances resident quality of life with tourism-oriented infrastructure, environmental stewardship, and fiscal accountability. Collaborative, solutions-oriented leader with deep experience working directly with elected commissions, regional partners, and engaged communities.

CORE COMPETENCIES

- Commission–Manager Governance & Charter Administration
- Municipal Operations & Departmental Oversight
- Budget Development, Financial Transparency & CIP Planning
- Coastal Infrastructure, Stormwater & Flood Mitigation
- Public Works, Utilities & Marina-Adjacent Operations
- Public Safety & Emergency Management Coordination
- Community Engagement, Media & Public Communication
- Economic Vitality, Tourism & Redevelopment Strategy
- Organizational Leadership, Workforce Development & Labor Relations

PROFESSIONAL EXPERIENCE**INFRAMARK, LLC – South Florida**

District Manager – Florida Special Districts | 2025–Present

- Lead operations for multiple independent units of local government serving approximately 33,000 residents, providing executive-level management, policy guidance, and operational oversight.
- Oversee planning and execution of multimillion-dollar water, wastewater, reuse, and stormwater capital projects aligned with long-term infrastructure capacity, environmental compliance, and sustainability goals.
- Advise governing boards on statutory compliance, financial transparency, rate policy, capital prioritization, and long-range planning.
- Coordinate with counties, regulatory agencies, developers, and regional partners to align infrastructure investments with growth management and community objectives.

TOWN OF OCEAN RIDGE, FL

Town Manager | 2022–2025

- Served as Chief Administrative Officer for a coastal Florida municipality, directing day-to-day operations including police, public works, stormwater, sanitation, and administrative services.
- Prepared and administered annual operating budgets and capital plans with an emphasis on fiscal accountability, transparency, and infrastructure reinvestment.
- Led major capital initiatives including water main replacement, stormwater resiliency improvements, and flood mitigation projects, utilizing state and federal funding sources.
- Strengthened resident communication and engagement through enhanced public outreach, improved access to information, and proactive communication practices.
- Modernized policies, organizational systems, and workforce development strategies to improve service delivery, morale, and long-term continuity.

LADNER CONSULTING – Florida & Midwest

Executive Consultant | 2021–Present

- Provided interim executive leadership and advisory services to municipalities experiencing leadership transition or organizational instability.
- Restored compliance, strengthened financial controls, and re-established transparent administrative and reporting systems.
- Advised elected officials on governance best practices, strategic planning, and accountability under Florida’s Sunshine and Public Records laws.
- Supported collective bargaining, policy modernization, and onboarding of senior leadership to ensure operational stability and public confidence.

CITY OF HART, MI

City Manager | 2018–2021

- Managed all operations of a full-service city including public safety, utilities, public works, parks, finance, and community development.
- Delivered multi-year capital improvements encompassing water and sewer system upgrades, roadway rehabilitation, and facility replacements.
- Led multiple park development, expansion, and revitalization projects, including construction of a downtown Pocket Park, creation of a non-motorized water trail connecting the municipal campground and beachfront, Veterans Memorial Park improvements, and the Hart Disc Golf Course.
- Negotiated labor agreements that promoted workforce stability, retention, and high service standards.
- Improved internal controls, financial reporting, and long-term fiscal sustainability.

CITY OF SOUTH LYON, MI

City Manager | 2014–2018

- Oversaw all municipal functions and strategic priorities for a rapidly growing community, balancing infrastructure demands with preservation of community character.
- Directed major utility, roadway, and public facility capital projects to support sustained residential and commercial growth.
- Strengthened pension management, liability planning, and financial forecasting to improve long-term sustainability.
- Implemented organizational policies and staff development systems that enhanced accountability, efficiency, and service responsiveness.

CITY OF HIAWATHA, KS

City Administrator | 2006–2013

- Directed all municipal operations, policy implementation, budgeting, and capital planning for a full-service organization.
- Secured and managed multiple state, federal, and private funding sources to advance infrastructure, housing, and community development initiatives.
- Designed, financed, and delivered a three-phase downtown streetscape reconstruction project, integrating ADA-compliant public pathways, multi-modal transportation improvements, and historic downtown revitalization.
- Led extensive public engagement efforts to establish long-term community priorities and support economic development.

LYNNE LADNER, MPA, ICMA-CM

119.071(4)(d)2h

• [LinkedIn Pro](#)

elizabethlladner@gmail.com •

119.071(4)(d)2h

EDUCATION

Master of Public Administration (MPA) – Grand Valley State University
Bachelor of Science, Political Science – Grand Valley State University

CERTIFICATIONS & PROFESSIONAL DEVELOPMENT

ICMA-CM (Active)
SHRM-SCP
Senior Executive Institute – University of Virginia
FEMA NIMS: IS-100, IS-700.b, IS-800, IS-2200
Florida Notary Public (Active)

PROFESSIONAL & COMMUNITY AFFILIATIONS

International City/County Management Association (ICMA)
Florida City & County Management Association (FCCMA)
Palm Beach County City Managers Association
Florida League of Cities – Committee Participation

Public Records Exemptions

Enclosed please find a copy of the response documents for your public records request. The following information is provided to explain the process employed to review and produce the response documents.

Reason	Description	Pages
119.071(4)(d)2h		1-4

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Reason	Description	Pages
119.071(4)(d)2h		1-4

Debbie L. Manns

119.071(4)(d)2h

|mannsdl.62@gmail.com

January 26, 2026

S. Renée Narloch, President
S. Renée Narloch & Associates
2910 Kerry Forest Parkway D4-242
Tallahassee, FL 32309

Dear Mrs. Narloch:

The purpose of this letter is to serve as written confirmation of my interest in the position of City Manager for the City of Madeira Beach. In that regard, it is an honor to submit my resume' for your consideration in respect to this desirable position. My career in local government spans over 35 years and five municipalities, each of which has served an essential part in my professional development and preparedness for the current advertised position that you represent.

As a candidate for this position, my persona can best be described as one that emanates from a basis of teamwork and cooperation, true advocacy for the respect of citizens and other stakeholders and a drive for innovation and quality work results. My core competencies include experience in the following fields: Land-Use Planning, Community Development, and Economic Development. My strengths are in the areas of Strategic Planning, Project Management, Financial Management and Labor Relations.

Just like Madeira Beach is more than great shopping, restaurants and beaches which can only truly be valued by experiencing, I would appreciate an opportunity to meet you so that I may demonstrate that I have much more to offer than my resume' can present.

If I may provide any additional information to assist you in the selection process, please contact me and I will gladly comply with your request.

Sincerely,

Manns, Debbie ICMA-CM

DEBBIE L. MANNS

119.071(4)(d)2h

mannsd.62@gmail.com

CAREER FOCUS

A driven and goal focused professional with interest to serve in a municipal environment that considers a first-rate quality of life as a basic governmental function and demands the employ of sound and efficient governmental practices as the means to achievement.

CORE SKILLS

- Recognize the importance of proper planning and the responsibility of establishing and maintaining a collective vision
- Able to appreciate and make constructive use of the differences in people
- Promotes a workplace culture that provides feedback, demonstrates appreciation, trust, and empowers employees
- Believe in the use of a visible process by which to establish and implement public policy
- Possesses strong proficiencies in the areas of decisiveness, relationship building, collaboration, strategic thinking, conflict resolution, and adaptability

EXPERIENCE/ACCOMPLISHMENTS

06/2014 to Current

City Manager

City of New Port Richey — New Port Richey, Florida

Serves as the Chief Administrative Officer for the City. The total land area of the city is 4.6 miles. The total budgeted expenditure from all funds is \$ 105,570,610 across fourteen (14) departments with a total workforce of 330 FT employees.

The duties of the City Manager include the preparation of reports regarding the operations of city programs and departments and making recommendations to the City Council related to the affairs of the city. Additionally, ensuring that all laws and provisions of the City Charter are faithfully executed. Also to appoint, suspend, or remove any city employee subject to the law, city charter and personnel rules of the city.

Some specific responsibilities and project initiatives that I directly led include:

- Drafting and the execution of the city's Multi-Year Strategic Plan
- Facilitated the restoration of an abandoned historic structure which now operates privately as a boutique hotel in the city's downtown area
- Motivated a myriad of private reinvestments in the downtown area which redefined the city as a destination

- Launched branding and promotional efforts which have promoted an increase in visitors in the downtown area.
- Increased the amount of funding that the city receives in Federal and State grants on an annual basis.
- Serve as the city's chief negotiator on matters involving labor relations with employee groups
- Managed the transition from an open market system to a single-hauler waste collection and transportation service for residential and commercial customers
- Successfully reduced the city's millage rate for the past 7 years in a row while maintaining quality services and programs in alignment with City Council direction and community needs.

09/2006 to 06/2014

Assistant City Manager

City of Clayton – City of Clayton, Ohio

Assisted the City Manager with the administrative responsibilities of running the city. Directly responsible for supervision of the Planning, Zoning, Personnel, Building, Community Development and Code Enforcement activities of the city.

06/2004 to 02/2006

City Manager

City of Monroe – City of Monroe, Michigan

Directed the operation of the following departments: Police, Fire, Public Works, Planning and Development, Finance, Assessing, Parks and Recreation, Senior Services, Building, Community Development, Human Resources, Code Enforcement, Legal Services, Water, City Clerk, Treasurer, Wastewater Treatment, Water Filtration along with the Lake Erie Port of Monroe and Monroe Custer Airport. Made recommendations to the City Council related to the affairs of the city. Preparation, Submittal and implementation of the Annual Budget and Capital Improvement Plan.

12/2000 to 11/2003

City Administrator

City of Southgate – Southgate, Michigan

Integrates City Council vision into strategic and financial planning objectives. Ensure the effective and efficient implementation of policies set by the City Council. Directed the operation of the following departments: Police, Fire, Public Works, Building, Code Compliance, Treasury, City Clerk, Human Resources, and Parks and Recreation. Responsible for administering the Planning, Zoning, Economic, and Community Development functions of the city. Additionally, served as the Public Information Officer for the city.

12/1989 to 12/2000

Community Development Director

City of Wayne – Wayne, Michigan

Provided contract administration and construction management on capital improvement projects, managed all matters related to the planning and zoning

functions of the city, execution of the city's industrial, commercial, and residential economic development initiatives, served as the staff liaison for seven boards and commissions of the city. Responsible for the implementation of the Community Development Block Grant Program.

EDUCATION AND TRAINING

1980-1984 **Bachelor of Science:** Political Science
Eastern Michigan University — Ypsilanti, Michigan, USA

1986-1989 **Master of Public Administration**
Eastern Michigan University — Ypsilanti, Michigan, USA
I earned 36 graduate credit hours and did not complete thesis project.

PROFESSIONAL AFFILIATIONS

International City Management Association
Florida City County Managers Association
Florida Municipal League
American Society of Public Administrators
American Planning Association

Public Records Exemptions

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Reason	Description	Pages
119.071(4)(d)2h		1, 3

TIMOTHY W. OWENS

January 12, 2026

Madeira Bech, Fl.
300 Municipal Drive
Madeira Beach, Fl, 33708

To the Mayor and Commissioners,

I respectfully request that you consider this cover letter and resume for the vacant position of City Manager in a full-time capacity or as the interim Manager. I am very interested in the opportunity, and I believe that my experience will allow me to effectively fill this position. I am eager to return to a management role following my recent retirement from local government in January 2024 and one interim role in the first part of 2025 in North Carolina. I think my work experience will transition effectively to this great opportunity.

I was in the position of Town Manager for the Town of Wrightsville Beach, NC for over 11 years. The Town has a population of 2,500 with a seasonal population of approximately 30,000. The Town is a full-service community that in the past 11 years has received a lot of positive recognition from a number of national publications. I am proud that all this great exposure took place when I was the Town Manager. Currently, the Town is working on moving forward on a comprehensive overhaul of the Town's water and sewer infrastructure that has not been addressed in decades. The Town received \$25M from the NC General Assembly and will consolidate with the Cape Fear Utility Authority.

Prior to being manager in Wrightsville Beach, I was the Town Manager for the Town of Carolina Beach, NC. I served in this role for approximately 6.5 years. Carolina Beach is a full-service community with a population of 6,500 permanent residents and a population of 20,000 during summer months. Carolina Beach witnessed very similar issues as other Towns in North Carolina regarding the economy in 2006. I began employment with the Town just as the speculative real estate development market and exponential rises in real estate values were on the downturn. As a result, the Town began an effort to reduce spending starting in 2006 in order to not have to take drastic budget measures all at once. At my direction, the Town reduced employee expenditures, evaluated all revenue sources, and froze the rehiring of approximately 25 positions. Savings due to the freezing of these positions resulted in a savings above \$1M per year with virtually no drop off in productivity.

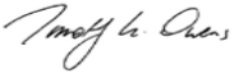
While in Carolina Beach, I spearheaded the creation of a water master plan to address the Town's aging water infrastructure, saltwater intrusion, and limited availability for new wells. I was directly involved in a variety of large projects that include; 1) The purchase of \$4.075M worth of property that was to become the NC Aquarium Pier at Carolina Beach, 2) Planning, permitting and construction of a \$4M streets and drainage project, 3) Oversight of a \$1M I/I sewer rehab project, 4) Supervision of a \$2.3M retention pond and clean water grant project, 5) Planning, permitting, and construction of a \$1.5M sewer pumping station expansion project, 6) Construction of a \$450,000 Equalization Basin Rehab project, 7) Reconstruction of the street and drainage in the largest subdivision in Carolina Beach, and 8) A variety of other capital projects.

I am very proud of my tenure at Wrightsville Beach and Carolina Beach. Prior to taking the position with Carolina Beach and Wrightsville Beach, I was the County Manager for Pamlico County, NC. During my tenure in Pamlico County, I once again had the opportunity to lead an organization during a time of extreme growth. This growth created opportunities, as well as a lot of issues that had to be addressed.

POST OFFICE BOX 6840 [REDACTED] 119.071(4)(d)2h
CELL PHONE [REDACTED] 119.071(4)(d)2h Dwenstim069@gmail.com

In closing, I believe that my work experiences, temperament, and knowledge of local and state government will effectively allow me to take over this wonderful opportunity.

If you have any questions or if you would like to set up an interview, I can be contacted at 119.071(4)(d)2h



Timothy W. Owens, AICP

TIMOTHY W. OWENS

OBJECTIVE

To be hired as the full-time or interim City Manager Position for Madeira Beach, Fl. I believe that my 30+ years of work experience in all facets of management will allow me to effectively take over the duties as needed and assist with the City's transition.

EXPERIENCE

TOWN OF ZEBULON, North Carolina

Interim Public Works Director (6 months), and

Interim Planning Director (1 month during tenure) – January 2025 to June 2025

- I retired from the NC local government system in January of 2024. I can work up to 1000 hours in NC local government and retain my pension status. The Town called me and requested that I consider the position, and I accepted.
- I completed the Public Works Budget for FY25/26 to be submitted to the management team.
- I worked with a variety of internal Public Works managers that were new to their roles and I was mentoring the managers to become successful in their roles using my many years of government experience as guidance.
- I became acquainted with and helped lead approximately 20 separate projects that were tasked of public works prior to my employment.
- I had weekly meetings with my direct report (Asst. Town Manager) to keep the management team abreast of current and future Public Works matters.

TOWN OF WRIGHTSVILLE BEACH, North Carolina

Town Manager – January 2013 to retirement in January 2024

- Primary FEMA contact for 3 hurricanes in three years with Hurricane Florence making landfall on Wrightsville Beach in 2018. Primary FEMA contact for hurricanes since 1995 for the communities listed on this resume.
- NIMS certification was completed.
- Oversaw a \$4.3M dollar streetscape and bathhouse project recently that included \$1M in private funds, \$300,000 in grant funds, \$500,000 from New Hanover County, and local revenue sources.
- Completed the construction of a restroom facility in the Town's central business area with 75% of the \$350,000 expenditure being offset by a grant.
- Completed construction of an approximately \$400,000 sidewalk project using STP-DA funding with the Town's portion of the project being 20% of the total.
- Worked with the Board to increase General Fund-Fund Balance from \$4.3M to over \$24M since 2013.
- Worked to increase Water/Sewer Enterprise Fund from \$4.6M to \$7M from 2013 to date.
- Budget Officer and oversight of a General Fund Budget of \$15,980,644 and an Enterprise Fund Budget of approximately \$5,254,594 in FY2023/24.
- Responsible for the daily duties of a full-service community with a year-round population of 2,500 and an estimated population of 30,000 per day during the summer tourist season.
- Responsible for the oversight and day-to-day operation of a workforce that includes approximately 85 full-time employees and 30+ seasonal employees.

TOWN OF CAROLINA BEACH, North Carolina

Town Manager – April 2006 to November 2012

- Budget Officer and oversight of a General Fund Budget of \$8.9M, a Tourism Fund Budget of \$1.9M, and an Enterprise Fund Budget of \$5.25M in FY2012/13. FY12/13 was the 7th budget formulated for the Town with excellent audits each year and improved fund balance amounts.
- Responsible for the daily duties of a full-service community with a year-round population of 6,500 and an estimated population of 20,000 per day during the summer tourist season.
- Responsible for the oversight and day-to-day operation of a workforce that includes approximately 90 full-time employees and 30+ seasonal employees.
- Worked to reduce the Town's budget over several years by not filling approximately 25 positions that resulted in savings estimated at over \$1M for the Town.
- Experienced with beach nourishment and dredging projects. Worked with local, state and federal officials at all levels to help secure funding for water resource related projects. Led efforts to seek Federal funding reauthorization for the Town's beach fill project and a dual path of seeking a local permit to complete a project if the Town is not reauthorized.
- Instrumental in securing and/or implementing \$5.8M in grants in 6.5 years for a variety of Town projects. The resulting Town match was \$2.9M.
- Worked directly with a planning consulting firm to create a Master Development Plan for the Town's Central Business District.
- Direct supervision of all aspects of a variety of Town projects totaling more than \$12M.
- Supervised a planning effort that sought solutions to the Town's growing concern that it could not serve its citizens with a safe and adequate water source due to future growth. Worked to create a CIP for water and sewer infrastructure with a build out scenario in mind.
- Worked with elected officials in Carolina and Kure Beach to settle a multi-year dispute over billing between the two Towns for a sewer authority that was established in the mid-1970s.
- Directly responsible for recruiting and hiring of the majority of department heads working for the Town of Carolina Beach at the time of my departure. Responsible for all employee related personnel actions.
- Participated as a member of the Wilmington MPO Technical Coordinating Committee.
- Served as the Town Public Information Officer and primary point of contact for the press.
- Staff representative to CBP3inc which is a non-profit used to hold land for the Town. Oversaw a significant renovation to hotel properties prior to the 2012 season.
- Worked diligently to improve the appearance and image of the Town through a variety of initiatives.

PAMLICO COUNTY, North Carolina

County Manager – September 2004 to April 2006

- Oversight of a General Fund Budget of \$14 Million and a Water Fund Budget of \$2 Million.
- Responsible for the day-to-day operations of a growing coastal County with 115 employees and 18 Department Heads.
- Oversight and creation of the FY05/06 and FY06/07 budgets.
- Responsible for the coordination of Pamlico County government with numerous departments that are funded or partially funded by the State, Departments that have their own Boards and Directors, and Departments headed by Elected Officials.
- General supervision and budgeting for several unprecedented building projects that were either completed or nearing completion upon my departure to include the Pamlico County Human Services Building (\$2.3M) and the Pamlico County Law Enforcement and Detention Center (\$8M).
- Author of a Rural Center grant and loan application that resulted in SRL funding for a new 500,000 gallon water tank that began construction in 2006.
- Member of the CJPP Board, Partnership for Children Board, and the Rural Transportation Planning Commission.
- Accountable for the creation of all Board of Commissioner's meeting agendas.
- Direct supervision of a Rural Center Project that includes a GIS/Mapping project of the County water system and a Capital Improvement Plan for both the General and Water Fund.
- Assisted in creating and implementing the County's first Risk Control Policy Manual and the formation of a County Safety Committee.
- Spearheaded the implementation of the first ever Pamlico Economic Development Forum.

TOWN OF SHALLOTE, North Carolina

Town Administrator – November 2000 to September 2004

- Responsible for the creation of the yearly budget in FY01/02, FY02/03, FY03/04, and FY04/05 (General Fund - \$2,081,628) (Enterprise Fund - \$2,633,634).
- Supervision of day-to-day operation of a Town that increased in property valuation from \$186 Million in FY00/01 (total budget of \$2,850,000) to \$330 Million in FY04/05 (total budget of \$4,700,000).
- Oversight of 4 department heads and 32 employees including Police, Fire, Water and Sewer, Planning, Streets, Maintenance, and Administration.
- Responsible for all daily financial and operational issues of the Town.
- Responsible for ensuring that the Town follows all North Carolina General Statute requirements.
- Accountable for all Board of Alderman meeting agendas.
- Staff person responsible for all Planning and Planning Board conditional use requests, subdivision reviews, site plan review, annexation requests, ordinance amendments, code enforcement actions and rezonings.
- Staff liaison to the Board of Adjustments.
- Personnel Officer for the Town responsible for recruitment, retention, and personnel actions.
- Enhanced the safety efforts of the Town as the Safety Officer by implementing additional training and creating a complete safety manual.
- Oversight of many water and sewer related construction projects.
- Responsible for grant writing and administration of grants received.
- Created an ArcView mapping program for the Town to enhance planning efforts.

TOWN OF KITTY HAWK, North Carolina

Assistant Town Manager/Planner – January 1997 to November 2000

Code Enforcement Officer/Planner – May 1995 to January 1997

- Assisted in the creation of the yearly Town Budget.
- Responsible for the supervision of the Building Inspections and Planning Department.
- Assisted in the supervision of the Public Works employees.
- Guided developers, the general public and Realtors with development projects and development procedures.
- Responsible for enforcing the Kitty Hawk Town Code.
- Enforced and permitted local CAMA regulations.
- Attended Dare County Beach Nourishment Committee meetings on behalf of the Town.
- Coordinated and managed numerous special projects.
- Grant writing, administration or oversight of projects exceeding \$1Million.
- Coordinated the local NFIP/CRS Program.
- Led an effort as Tax Collector for the Town to collect back taxes that were nearing 10 years of not being collected.
- Author of the Kitty Hawk Citizen Survey and periodic Newsletter.
- Author of the Kitty Hawk Hurricane Preparedness Plan.
- FEMA application and damage assessment contact for the Town during multiple events.
- Staff representative to the Board of Adjustments.
- Responsible for creation of an ArcView Program for the Town to enhance planning efforts.

TOWN OF KILL DEVIL HILLS, North Carolina

Planning Intern – January 1995 to April 1995

- Assisted the Planning Director with ordinance amendments, special projects, everyday planning duties and grant proposals.

TOWN OF MINT HILL, North Carolina

Planning Intern – January 1994 to May 1994

- Worked with the Planning Director to study and determine if surrounding unincorporated areas were eligible for annexation.
- Daily duties consisted of land use surveying, maintaining and updating a land use database, and presentation of findings regarding an annexation initiative by the Town to the governing body.
- Began exploring the possible land use effects of the new Charlotte outer-belt on Mint Hill by creating a time series, land use study maps and a literature review on the topic.

UNIVERSITY OF NORTH CAROLINA-Charlotte, North Carolina
Transportation Analyst/Graduate Asst. – August 1992 to December 1993

- Helped to create two surveys to explore the perception of crime in and around the Greensboro Transit System and statistically analyzed the databases using various software packages.
- Created a GIS environment in TransCad to analyze the geographic distribution of the Greensboro transit survey responses. This allowed me to compare demographic characteristics and the effects they may have on the perception of crime around the Greensboro Transit System.

PROCTER AND GAMBLE PAPER PRODUCTION CO., Greenville, NC
Solid Waste Management Co-op – April 1991 to December 1991

- Conducted monthly solid waste meetings.
- Monitored all waste streams and created monthly reports for local, top-level managers and company headquarters.

EDUCATION

University of North Carolina at Charlotte, Charlotte, NC
Master of Arts in Geography

Finished all course work in May of 1994 and completed thesis project in August of 1998

Concentrations: Transportation and Planning

GPA: 3.7 overall

East Carolina University, Greenville, NC
Bachelor of Science in Urban and Regional Planning

Graduated in December of 1991

Concentrations: Public Administration and Economics

GPA: 3.6 in core courses and 3.2 overall

NCAPA – 1991 Outstanding ECU Planning Student Award

School of Government, Chapel Hill, NC

Municipal Administration Course – Sept. 1997 to May 1998

Numerous Planning, Budgeting and Finance Courses

NC Academy of Real Estate, Kill Devil Hills, NC

Licensed In-active real estate sales person and/or broker since December of 1994

American Institute of Certified Planners – May 2003 to present

ICMA Applied Knowledge Assessment – Completed competency test in February of 2006.

I have not applied to become a certified manager due to the cost and time away from work associated with CE credits for both AICP and ICMA.

OTHER ACCOMPLISHMENTS AND INTERESTS

TRANSPORTATION RESEARCH BOARD PUBLICATIONS:

I was co-author in the following studies approved for publication and presentation at the 73rd Annual Transportation Research Board Meeting.

- **Public Fear of Crime and Its Role in Bus Transit Use** by David T. Hartgen, Gerald L. Ingalls, and Timothy W. Owens
- **The Perception and the Incidence of Crime on Public Transit in Small Systems in the Southeast** by Julian Benjamin, David T. Hartgen, Timothy W. Owens, and Malcolm Hardiman.

PROFESSIONAL INVOLVEMENT

Member of North Carolina American Planning Association
 Member of ICMA
 NC City and County Management Association
 American Institute of Certified Planners

COMPUTER SKILLS

MS Products, PCs, ArcView, Internet, Spreadsheets, General Office Equipment

COMMUNICATION SKILLS

Public Speaking, Council/Planning Board Meetings, Report Writing, Ordinance Writing, Grant Writing and Administration

ADDITIONAL REFERENCES ARE AVAILABLE UPON REQUEST

SALARY EXPECTATON; MARKET RATE KEEPING MY MANY YEARS OF MANAGEMENT EXPERIENCE IN MIND

REFERENCES

Please contact me before the Town contacts the references

Former Carolina Beach Mayor

Joel Macon

119.071(4)(d)2.z.(II)(B)

Current Assistant Carolina Beach Town Manager and former Co-Worker

Ed Parvin

119.071(4)(d)2h

Current Chief of Police for NC State University and former Wrightsville Beach Police Chief

Chief Dan House

119.071(4)(d)2a

Current City Manager for Spring Lake, NC and former Carolina Beach Fire Chief

Jon Rorie

119.071(4)(d)2h

Public Records Exemptions

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Reason	Description	Pages
119.071(4)(d)2.z.(II)(B)		9
119.071(4)(d)2a		9
119.071(4)(d)2h		1-9

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Reason	Description	Pages
119.071(4)(d)2h		1-9

Dear City Commissioners,

January 11, 2026

I am writing to express my interest in the City Manager position for the City of Madeira Beach, Florida. I bring extensive executive-level municipal experience encompassing financial administration, capital and infrastructure project management, public safety oversight, community engagement, and economic development. My background aligns well with the multifaceted leadership responsibilities required to serve the residents, businesses, and visitors of Madeira Beach.

Throughout my career, I have successfully managed complex municipal budgets, ensured fiscal responsibility, and implemented long-term financial strategies that support sustainable growth while maintaining high levels of service delivery. I have overseen large-scale capital improvement and redevelopment projects from planning through completion, emphasizing transparency, accountability, and on-time, on-budget performance.

Public safety has been a core component of my leadership experience. I have provided direct oversight of police operations, working collaboratively with command staff to support effective law enforcement, policy compliance, and community-oriented policing. I value professionalism, accountability, and trust-building between public safety departments and the communities they serve.

Equally important to my approach is strong community relations. I have worked closely with elected officials, residents, business owners, and civic organizations to address concerns, build consensus, and advance shared goals. I believe effective local government depends on open communication, responsiveness, and respect for diverse perspectives.

In the area of economic development, I have partnered with stakeholders to encourage responsible growth, revitalize commercial districts, and enhance the overall quality of life while preserving community character. I understand the importance of balancing tourism, residential needs, and coastal stewardship—particularly in a vibrant waterfront community such as Madeira Beach.

I am enthusiastic about the opportunity to bring my experience, leadership, and commitment to public service to Madeira Beach. I would welcome the opportunity to further discuss how my skills and background can support the City Commission's vision and the community's continued success.

Thank you for your time and consideration.

Respectfully,

Raymond Palmer

119.071(4)(d)2h

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RP

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OBJECTIVE

Seeking Senior leadership role that allows my creative and energetic skills to lead an organization to the next phase of their growth and expansion objectives.

Highly Driven Professional with a diverse career background in CPG, Healthcare and Government Industries. Consistently exceed expectations and objectives of the organization. Bring exceptional interpersonal and negotiation skills, and ability to lead large multi-departmental operations with an entrepreneurial spirit.

SKILLS

- Project Mgt.
- MS Office
- Office 365
- Teams
- SharePoint
- Yammer
- EMR Systems
- Adobe Acrobat
- Salesforce
- ERP Software
- Public Speaking

EXPERIENCE

GOVERNMENT: SILVER SPRING TOWNSHIP, PA (2017- Present)

Township Manager

- TWP Funds exceed \$45 Million, the fastest growth in the County.
- Personnel; 6 Direct reports including Chief of Police.
- Developed investment strategy earning over \$3 Million.
- Business approach to Operations resulting in \$5 million savings.
- Lead negotiations for Police CBA; 6-year \$1.2 million in savings.
- Negotiated 5-year trash haulers contract, \$1.5 Million annual savings.
- Redesigned Employee Healthcare program; \$1M in savings.
- Developed employee Wellness plan resulting in a reduction of Health Insurance costs by \$600K and the lowest coverage rates in 10 years.
- Business Advisory Council member; LL Bean & Costco.
- Economic Development, largest in Central PA \$500 million.
- Developed highest level PA State contacts; Governor, PA Economic Team, County Commissioners, CAEDC, DCED, DCNR, PennDOT & DEP.
- No tax increases for over 15 years; Fastest growing Municipality.
- Implemented new ERP Financial system, Website Design & Payroll
- Aggressive Grant process awarded over 20 million dollars.
- MS4 Stormwater 5-year permit compliance.

HEALTHCARE: MOUNTAINSIDE – CANAAN, CT (2009-2015)

GENERAL MANAGER

- Responsible for entire operations; “BIC residential experience”.
- CARF and JCAHO Accreditation & Implementation Team.
- Project Mgr. for \$20-million-dollar Detox facility.
- Opened Extended Care facility and **all state compliance**.
- Opened Mountainside Café work program and operational process.
- Designed all Operational SOP processes for the organization.
- Named “Best in Class” Manager 3 consecutive years.
- GM- 24/7; 150 staff and 1200 Mountainside Clients.

EXPERIENCE

CPG: BEST FOODS, UNILEVER, PEPSI BOTTLING GROUP (1984-2007)

MGR. SALES OPERATIONS, TRADE MARKETING, ACCOUNT LEADER, GM

- Top performer in sales and profit performance; double digit growth.
- Named TOP SALES MANAGER of the Year, Florida, Ohio, Northeast.
- Full P&L Responsibilities.
- Responsible for all KPI; Sales, Profits, Distribution & Safety.
- Achieved top safety award - 5 years “no lost time”.
- Iconic brands; THOMAS ENGLISH MUFFINS, DOVE, PEPSI, AXE.
- 3 Year Sales Contract; drove double digit growth; \$200 Million Bus.
- Trade Planning, Logistics and Operational Excellence-Team Leader
- Creative Planogram and Distribution enhancements; 18% growth
- Sector Experience; C&G, CLUB, DRUG, FOOD & MILITARY
- “TOP TO TOP” Executive Presentations; COSTCO, WAL-MART, AHOLD

EDUCATION BACHELOR OF ARTS • ST. LEO UNIVERSITY, FL. (1980-1984)

- Named Business Student of the Year.
- President of the Fraternity Council.
- Played Collegiate Baseball.
- Graduated from Bishop Guilfoyle High School.

VOLUNTEER EXPERIENCE OR LEADERSHIP

- Completed 12 Marathons.
- Completed 30 plus ½ Marathons and Several Triathlons.
- Fleet Feet, River Runners Club.
- Volunteer for Habitat for Humanity.
- Cumberland Perry Vocational School Advisory Member.
- Board Member of Cumberland County Affordable Housing Authority.
- President of Cumberland County Officials.
- Committee member for the BAC-Business Advisory Council.
- Chestnut Hill Cemetery – Treasurer Board Member.
- St Joseph’s Catholic Church member.
- Coached Youth & High School Football.
- Joel Cohen Blanket Award winner – Bishop Guilfoyle.

Public Records Exemptions

Enclosed please find a copy of the response documents for your public records request. The following information is provided to explain the process employed to review and produce the response documents.

Reason	Description	Pages
119.071(4)(d)2h		1, 3