

# CITY OF WESTLAKE



## AGENDA

### **City Manager Application Review by FCCMA Senior Advisors**

Tuesday, December 09, 2025, at 10:00 AM

#### **City Hall Offices**

4001 Seminole Pratt Whitney Rd.  
Westlake, Florida 33470

Live Broadcasting:

<https://cityofwestlake.my.webex.com>

Meeting ID: 2632 073 1308 | Password: hello

or

United States Toll: +1-650-479-3208

#### **CITY COUNCIL:**

JohnPaul O'Connor, Mayor  
Greg Langowski, Vice Mayor  
Gary Werner, Council Member – Seat 1  
Erik Gleason, Council Member – Seat 2  
Charlotte Leonard, Council Member – Seat 3

#### **CITY STAFF:**

Zoie P. Burgess, CMC, Acting City Manager  
Odet Izquierdo, Acting City Clerk  
Donald J. Doody, Esq., City Attorney  
Osniel Leon, AICP, Planning and Zoning  
Suzanne Dombrowski, P.E., ENV SP, Engineering

**[TENTATIVE: SUBJECT TO REVISION]**

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**AGENDA**

- [A.](#) Review of City Manager Applications by FCCMA Senior Advisors - Russ Blackburn, Jim Hanson and Ken Parker

**ADJOURNMENT**

**NOTICE:** If a person, firm or corporation decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, you will need a record of the proceedings, and you 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 above notice is required by State Law. Anyone desiring a verbatim transcript shall have the responsibility, at his own cost, to arrange for the transcript). The City of Westlake does not prepare or provide such verbatim record.

In accordance with the Americans with Disabilities Act, persons who need an accommodation in order to attend or participate in this meeting should contact the City Clerk at (561) 530-5880 at least three (3) business days prior to the meeting in order to request such assistance.

**AGENDA POSTED:** December 8, 2025

**File Attachments for Item:**

A. Review of City Manager Applications by FCCMA Senior Advisors - Russ Blackburn, Jim Hanson and Ken Parker

Emmanuel O. Adediran

5608 Baffin Road, Atlanta, GA 30349

Phone: 804 466-9585

Email: aded2@comcast.net

October 19, 2025

Dear Sir/Madam,

I am pleased to provide this letter of interest to you for the vacant position of City Manager/Chief Administrative Officer for the City of Westlake, FL.

I most recently served as the City Manager/Public Works/Water & Sewer Director for the City of College Park, GA. During my tenure, we made significant accomplishments in strategic planning, enhanced operational effectiveness, communications, excellence in delivering high quality services citywide, and financial goals were also achieved.

As a prior Deputy Chief Administrative Officer (Assistant City Manager) and a highly experience government leader, I will offer the City of Westlake, more than 8 years of experience as a federal government manager and more than 30 years of excellence as a local government leader.

My leadership style is collaborative, creative, innovative, visionary, transparent and transformative. If given the opportunity, I believe I have an exceptional blend of skills that will promote the City of Westlake, that is forward thinking with a collective vision and strategic plan.

My transparent, visionary, collaborative, coaching and



mentoring style has always evolved as an influencer to people who want to see progress and improvement in a positive environment. As a transparent, collaborative, innovative, visionary, transformative, and financially astute leader, I will work side by side with the team as we seek winning outcomes in the delivery of services to the City of Westlake.

My visionary and transparent approach in the fulfillment of my duties will be accomplished through meetings with the Governing Body, and consistent communication with knowledgeable staffs.

Throughout my career, I have been in many areas of government, and I understand its community intricacies, regional impact, and governance. As your City Manager/Administrator, I would offer the same understanding to our staff in building a system that we can all be proud of.

Some of my experience that I believe equips me includes:

City Manager of the City of College Park, GA.  
Director of Public Works, Water & sewer City of College Park, GA.  
Interim Director/Assistant Director of Public Works for the City of North Miami Beach, Florida  
United States Small Business Administration in Miami and other parts of Florida  
Interim Director of Public Works/Utilities for the City of Petersburg, VA.  
Interim DCAO (Assistant City Manager) and Director of Public Works – City of Richmond, VA

My fiscal leadership:

I managed a budget of more than \$1B, and a Capital Improvement Plan budget of more \$500M.  
As a Public Works/Water and Sewer Director, I rehabilitated a \$10.5M lift station.

As the Assistant Director of Operations of Solid Waste Department in the City of Miami, FL. I was able to save more than \$4.5M through solid waste transfer negotiations and route scheduling.

While DCAO(Assistant City Manager) for the City of Richmond and Director of Public Works, I managed the construction of more than \$250M Judicial Center, and improvements to Economic Developments, Streets Caping, Regional Projects and improvements to the aesthetics of our ingress and egress to and from the city.

Other accomplishments of our team included:

Developed, managed, and completed UCI Bike Tour to the Metropolitan Area.

Completed Capital Gateway Improvement Project at I-95 and I-64

Designed and built Fire Station # 17

Designed and built 4 new Richmond Public Schools

Designed and built 5 new Public Works operations and engineering buildings.

Designed and built K-9 Training Center

Removed blighted city property to create prime location as investment property.

I understand I will be responsible for making a high-level decisions that impacts the city's strategic plans, budget allocations, staffing models, and project outcomes. I will also be responsible for setting operational performance priorities, policies and standards with the approval of the Governing Body.

I am FEMA certified by Homeland Security National Incident Management System, serving as a top tier emergency responder for various emergency events such as natural disasters, and other emergencies.

My work ethic is impeccable and my standards for excellence in internal and external service delivery and to stakeholders have rendered highly favorable results throughout my career.

It has been my life long career to serve humanity. My value proposition is leadership presence that can be seen and felt in the embodiment of the work of the city through effective, efficient, and quality service delivery.

Through this proposition, the citizens, and its elected officials, staff, businesses, and visitors will trust and have confidence that their best interest is evident in the delivery of every product and service.

Upon your review, I hope that you will afford me the opportunity to learn more about your needs and share my abilities to meet those needs. Should you require any additional information, please do not hesitate to contact me at (804) 466-9585.

Sincerely,

Emmanuel O. Adediran

Emmanuel O. Adediran, FMP, CPM, M.S., D. Min.

**5608 BAFFIN ROAD, COLLEGE PARK, GA. 30349 (804) 466-9585**

[Aded2@comcast.net](mailto:Aded2@comcast.net)

### **HIGHLIGHTS OF EXPERTISE**

Executive Leadership - Project Management- Budget Management- Teambuilding  
Organizational Effectiveness - Strategic Planning and Critical Thinking-Servant  
Leader

Infrastructure Development - Public Works Operations - Fleet Management  
Capital Improvements -Zoning and Permits - General Services - Urban  
Forestry

Stormwater/Emergency Management -

### **PROFESSIONAL EXPERIENCE CITY MANAGER, CITY OF COLLEGE PARK**

**College Park, GA     JANUARY 2024 - MAY 2025**

Planned, directed, managed, and provided oversight of the administration of municipal day-to-day operations. Coordinated assigned activities with City departments heads, community representatives, and outside agencies. Administered policies established by the Mayor and City Council and the city charter for efficient operation of the municipality.

Conferenced with department heads concerning operating problems, plans, and policy questions. Assisted department heads in the management, development, and implementation of department goals, objectives, policies, and priorities for City Departments. Provided leadership and direction for effective City service. Served as facilitator/communicator between departments to coordinate efficient provision of municipal services.

- Developed proposals for the Mayor and City Council on citywide policies and coordinate the application of these policies in city procedures according to the City charter. Provided leadership and direction in the development of short and long term plans. Represented the City Council in public meetings and before the State Legislature and other elected bodies and boards when requested.
- Staffed the budget framework process and presented recommendations to the Mayor and Council. Maintained sound fiscal position for the City through preparation of annual budget, financial reporting, treasury and cash management, debt administration, accounting, utility billing, special assessments administration, risk management, pensions, business, and occupational licensing, permits, and record management. Provided policy guidance for the development and review of budget requests and program proposals through coordination with City Department Heads.
- Represented the City, on various committees involving other public entities or private organizations. Provided professional advice to the Mayor, City Council, and to Department Heads. Made presentations to councils, boards, commissions, civic groups, and the public.

## Significant Accomplishments

- Reopened the Ward 3 police precinct, resulting in crime reductions in the surrounding area.
- Implemented the use of NFT tags through the city. College Park is the first city in the nation to utilize NFT tags.
- Managed the installation of smart cameras throughout the city, focused on increasing public safety and security, enhancing the quality of life for citizens and improving our local economy.

### **DIRECTOR OF PUBLIC WORKS, WATER & SEWER, CITY OF COLLEGE PARK COLLEGE PARK, GA JUNE 2023 - JANUARY 2024**

- Directed the operations and management of the Public Works, Water & Sewer Department for the City of College Park, GA.
- Provided leadership and work strategies for public services including Civil Infrastructure, Streets/Roads Management, Roadway/Right-of-Way Management, Grounds & Buildings Management, Urban Forestry, Facilities Management, Traffic Engineering, Fleet Maintenance, Storm Water Management and Solid Waste Management. Additional responsibilities included streets drainage, recycling, environmental services.
- Managed department operating and capital improvement budget, special and internal service funds, and enterprise fund budget totaling approximately \$23 million and 72+ FTE's.
- Addressed and resolved citizen and business community concerns and complaints with standards of excellence in customer relations and high-quality service.
- Managed the procurement, design, construction and maintenance of City's infrastructure, solid waste collection and disposal, recycling, landfill and transfer stations, and fleet operations.
- Reviewed and approved solicitations for project scopes, vendor contracts, engineering, architectural drawings, and construction documents.
- Prepared and presented written and oral reports to City Administration, Council, citizen groups, public, and media inquiries.

### **ASISTANT DIRECTOR OF PUBLIC WORKS, CITY OF NORTH MIAMI BEACH NORTH MIAMI BEACH, FL MARCH 2021 - MARCH 2023**

- Assisted the Director of the Department in executing the directives and goals through subordinate professional and clerical staff for Fleet, Facilities, Neighborhood Beautification and Solid Waste.
- Worked collaboratively with division heads and managers of other City departments to promote public safety and enhancements related to Public Works.
- Used independent judgment, initiative, and knowledge in technical and managerial decision-making for complex and often considerable unique circumstances.

## **SIGNIFICANT ACCOMPLISHMENTS**

- Implemented Facility Dude Computerized Maintenance Mechanic Systems.

- NE 183 St Bike Path (3.0 miles) construction and Finalization/Commission Ribbon Cutting- Federal/State/Local funding.
- NE 15 Ave Bridge- Design and build review.
- Driveway Approach designed and completed.

**INTERIM DIRECTOR OF PUBLIC WORKS, CITY OF NORTH MIAMI BEACH**  
**NORTH MIAMI BEACH, FL    APRIL 2022- JULY 2022**

- Directed the operations and management of the Public Works Department for the City of North Miami Beach, FL.
- Provided leadership and work strategies for public services including Civil Infrastructure, Streets/Roads Management, Roadway/Right-of-Way Management, Grounds Management, Urban Forestry, Facilities Management, Traffic Engineering, Fleet Maintenance, Storm Water Management and Solid Waste Management. Additional responsibilities include streets and drainage, recycling, environmental services.
- Managed department operating and capital improvement budget, special and internal service funds, and enterprise fund budget totaling approximately \$70 million and 100+ FTE's.
- Managed the procurement, design, construction and maintenance of the City's infrastructure, solid waste collection and disposal, recycling, landfill and transfer stations, and fleet operations.
- Reviewed and approved solicitations for project scopes, vendor contracts, engineering, architectural drawings, and construction documents.

**ASISTANT DIRECTOR OF OPERATIONS, DEPARTMENT OF SOLID WASTE, CITY OF MIAMI MIAMI, FL    MARCH 2020 - MARCH 2021**

- Established and monitored production goals with targets for all operational divisions.
- Recommended proven methods for waste minimization, proper handling, and environmental protection.
- Analyzed statistical data, provided oversight of disposal sites, managed special events, oversaw all safety and accident prevention programs, conducted strategic planning, and executed strategic initiatives.
- Provided direct reports with tools to implement the department's strategic plan and assisted with exceeding performance measures
- Assisted in the preparation of the departmental budget.
- Represented the Director and department in a variety of meetings, including public forums; and performing other duties, as required.

**SIGNIFICANT ACCOMPLISHMENTS**

- Reorganized the Solid Waste Department, its routing, reducing overtime costs to the City of Miami. Save approx. \$1.0M
- Implemented a transfer station to reduce travel time and eliminate excessive use of central transfer station at an extensive cost

**DIRECTOR OF CAPITAL PROJECTS AND FACILITIES, RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**  
**RICHMOND, VA    NOVEMBER 2018 - MARCH 2020**

- Initiated, expedited, facilitated, and monitored capital improvement projects (CIP) and budget development.
- Directed and supervised the management of RRHA physical project construction, maintenance operations, delivery of large capital projects with activities ranging from the environmental phase through design and construction of the project.
- Directed the development and monitored capital fund budgets; analyzed capital and operating expenses and projects; ensured adequate funding to support the activities, programs, and services in the agency's strategic plan.

#### **SIGNIFICANT ACCOMPLISHMENTS**

Upon hire, immediately addressed Richmond Redevelopment Authority's public relations, HUD and UBC compliance issues related to heating:

- Installed 450 new boilers, over 15,000 linear feet of pipes and over 5000 radiators in the housing units within a six-month period - saved human lives and \$1.0M
- Installed 350 new hot water heaters in the housing units (install new hot water-saved \$250K
- Restored heat to over 3800 apartments in the different housing units - Saved lives.
- Repaired and replaced over 150 apartment roofs - saved \$250K.
- Repaired and installed over 5000 linear feet of sidewalks/ADA Compliant curb improvements.
- Developed and implemented HUD Housing Maintenance Plan, developed solicitations for infrastructure, construction, demolition, and capital needs.

#### **CONSTRUCTION ANALYST, UNITED STATES SMALL BUSINESS ADMINISTRATION - DISASTER VERIFICATION CENTER**

**WASHINGTON, DC    SEPTEMBER 2017- Intermittent**

- Conducted on-site damage assessments to personal, real, and business property; determined the extent of damaged properties, estimated the cost of repairs or replacement, and worked primarily in disaster affected areas.
- Led team efforts in disaster recovery for individuals and businesses while ensuring accuracy in the detail reporting of data needed to complete estimates for loan applications; used architectural knowledge, skills, and resources to analyze structural types, valuation, and replacement costs.
- Established and led a culture of high performance among a team of diverse and talented civilian and military veterans to achieve the organization's disaster recovery and restoration goals.

- Prepared reports with accuracy and precision that lead to working on the software applications second release.
- Outstanding contributions to the development and new release of software.

**INTERIM DIRECTOR OF PUBLIC WORKS, CITY OF PETERSBURG**  
**PETERSBURG, VA      APRIL 2017-AUGUST 2017**

- Provided leadership and work strategies for public services including Public Utilities, Storm water Management, Infrastructure, Streets/Roads Management, Traffic Engineering/Right-of-Way Management, Procurement, Grounds Management, Facilities Management, Fleet Maintenance, and Solid Waste Management
- Managed department's operating and capital improvement budget, special and internal service funds with a budget totaling approximately \$20 million and 100 FTE's
- Ensured compliance with Federal, State, and Local building codes and ordinances.
- Collaborated with regional commissions, civic leagues, business groups and community organizations to coordinate short- and long-term projects.

**SIGNIFICANT ACCOMPLISHMENTS:**

- Brought 189 acres of cemetery grounds and up to code.
- City properties, community development properties, medians, and gateways were treated and cut to improve city appeal.
- Improved utility collection rate by 88% - Increased revenues by \$1.0M
- Improved staff morale; corrected deficiencies in department billing and services

**DIRECTOR OF PUBLIC WORKS, CITY OF RICHMOND**  
**RICHMOND, VA      OCTOBER 2014- FEBRUARY 2017**

- Provided strategic direction and management oversight to the Department of Public Works and ensured implementation of Mayor and City Council goals, policies, and performance expectations.
- Managed department operating and capital improvement budget, special and internal service funds, and enterprise fund budget totaling approximately \$97 million and 400+ FTE's.
- Reviewed and approved solicitations for project scopes, vendor contracts, engineering, architectural drawings, and construction documents.

**SIGNIFICANT ACCOMPLISHMENTS:**

- Developed, managed, and completed Capital to Capital Bike Trail- Promoting Healthy Lifestyles



- Completed Capital Gateway Improvement Project at 1-95 and 1-64
- Designed and built 4 new public schools, 5 new Public Works operations and engineering buildings, and a K-9 training center - Saved \$10M.
- Removed blighted city property to create prime location investment property.

**ASSISTANT CITY MANAGER (INTERIM), CITY OF RICHMOND**

**RICHMOND, VA      OCTOBER 2014 - FEB. 2017**

- Served on the CAO's senior executive leadership team for the assigned Operations Portfolio including Public Works, Public Utilities, and Planning and Development
- Collaborated with the CAO and the Mayor in developing strategies for planned development in the City of Richmond.
- Prepared the portfolio's annual operating and capital expenditures budgets; developed a comprehensive report of financial, programmatic, and administrative performance goals.
- Negotiated, reviewed, and approved all departmental procurement, contract agreements and vendor performance reports.
- Managed, directed, and evaluated staff to achieve desired outcomes.

**DEPUTY DIRECTOR, DEPARTMENT OF PUBLIC WORKS, CITY OF RICHMOND**

**RICHMOND, VA      OCTOBER 2012 - OCTOBER 2014**

- Managed and maintained all capital assets, and real property; provided general maintenance services for streets/roads, buildings owned or leased by the city.
- Managed, monitored, and maintained fiscal budget for the Division.
- Designed work programs, implemented policies, goals, and standards for the Division.
- Prepared assessments and comprehensive reports on accomplishments and strategies needed to address Mayor-Council directives and public concerns.

**SIGNIFICANT ACCOMPLISHMENTS:**

- Appointed Project manager by the mayor and successfully completed construction and engineering of the City's new Justice Center, Fire Station 17, and the renovation of Altria Theater
- Redesigned and installed LEED lighting, ceilings, and HVAC Systems
- Renovated City Hall elevators, main floor public areas, third and fourth floor offices
- Relocated City Fleet Operations

**OPERATIONS MANAGER, DEPARTMENT OF PUBLIC WORKS, CITY OF RICHMOND**

**RICHMOND, VA      MARCH 2012- OCTOBER 2012**

- Managed and maintained all city-owned buildings and responsible for the division's assigned fleet, streets, and roads.
- Developed, implemented, and evaluated a variety of building

- operation systems and preventive maintenance programs.
- Responsibly managed operating and capital budget. Reviewed daily and weekly reports and recommendations pertinent to productivity and operating expenses.
- Developed policies and procedures and implemented compliance strategies.
- I interacted with vendors to establish and negotiated cooperative purchasing agreements and procurement contracts.

#### **SIGNIFICANT ACCOMPLISHMENTS:**

- Developed plan and renovated Richmond Courts (Manchester and Oliver Hill)
- Developed alternative space use plan and made improvements to implement Emergency Operations Center
- Designed and successfully completed construction of the Day Reporting Center, Workforce Development Center, Juvenile Justice Center, and Social Services buildings.

#### **=O♦T♦H=E=R♦R=E=LA♦T=E=D♦E=X♦P=E♦R=IE=N=C=E♦\_SEPTEMBER 1999 - MARCH 2012 DEPARTMENT OF PARKS, RECREATION, AND COMMUNITY FACILITIES TRADES SUPERVISOR II**

- Supervised and managed all facilities, streets, and roads for the Department; provided guidance for arborists in maintaining urban forestry and tree conservation.

#### **EDUCATION AND TRAINING**

**Virginia State University, Petersburg, VA Virginia State University, Petersburg, VA United Theological Seminary, Dayton, OH**

Bachelor of Science - Biology GPA 3.8 Master of Science -Biology GPA 3.68 Doctor of Ministry GPA 4.00

#### **CERTIFICATIONS**

- **FEMA Certified Emergency Management**
- **NIMS 900**
- **Facilities Management Professional (FMP)**
- **Public Housing Executive Director Program (ED) - Pending 4 Classes**
- **Public Housing Manager Certification (PHM)**
- **Maintenance Certification Program (CME)**
- Certified Public Manager (CPM)

## PROFESSIONAL AFFILIATIONS

### **ICMA**

Public Housing Authorities Directors Association (PHADA)

The National Association of Housing and Redevelopment Officials (NAHRO) American Public Works Association

International Facilities Management Association American Society of Civil Engineers

1. Reference Type : Supervisor

Joe Carn - Councilor  
404-472-4599  
[ward2joe@gmail.com](mailto:ward2joe@gmail.com)

2. Jamelle McKenzie  
404-597-2280  
[jamellemckenzie@gmail.com](mailto:jamellemckenzie@gmail.com)

Reference Type : Colleague

1. Esmond Scott  
305-924-3113  
[keelo@bellsouth.net](mailto:keelo@bellsouth.net)

2. Andrise Bernard  
786-357-0358

Reference Type : Subordinate

1. Gail Johnson  
8004-432-3944  
[Gail.johnson@richmondgov.com](mailto:Gail.johnson@richmondgov.com)
2. Anthony McLean  
804-564-9034  
[Anthony.mclean@richmondgov.com](mailto:Anthony.mclean@richmondgov.com)

DEIDRA J. BOYKIN  
410 977-0128  
boykin.deidra@yahoo.com

## MEDIA SALES EXECUTIVE

Consistent good leader with extensive Multi-Market experience. Worked as a Local Sales Manager with Nexstar Media Group for four years, Raycom Media for four years as a Local Sales Manager, and Gray Media for over two years where I currently serve as a Multimedia Sales Manager. Known for being trustworthy, loyal, and committed to getting the job done, with a strong belief in company culture.

## PROFESSIONAL EXPERIENCE

### **Gray Media, WFLX FOX29/Bounce Television 2023-Current Multimedia Sales Manager West Palm Beach, FL**

- Work in collaboration with sales management to foster & promote a positive, winning culture
- Passion for recruiting, coaching, training, and developing multi-platform sellers
- Managed a team of Media Executives and sales assistants
- Guide and oversee the sales teams' selling efforts to achieve/exceed revenue goals with agency and direct clients across all platforms
- Maintain effective internal systems and processes to ensure the development of new and existing accounts and to help keep ME's accountable & on track to achieve/exceed revenue goals
- Cultivate & maintain excellent agency and direct relationships with existing & new clients
- Strong understanding of marketing, promotions, sponsorships, community outreach programs & advertising with an emphasis on creating strategies that grow revenue & support local businesses
- Work in partnership with the sales management team to forecast revenue, manage budgets, and execute strategic plans
- Achieve budgeted goals and grow station's revenue share
- Trained sales team on how to sell GDM digital tactics/products
- Helped National Sales Manager when needed for political advertising and forecasting
- Managed sales inventory
- Managed rate cards in WOMS
- Managed bullets and broadcast/digital forecast for corporate on a weekly basis

**Nexstar Media Group, WDTN NBC/WBDT CW Television 2019-2023**  
**Local Sales Manager**  
**Dayton, OH**

- Provided leadership and coached broadcast sales team.
- Managed key local accounts with account executives.
- Made decisions regarding hiring, evaluations, promotions, and termination of employees.
- Developed and executed sales strategies which resulted in exceeding revenue targets in NEXSTAR and station initiatives.
- Coached and lead account executives by participating in client meetings, build deep relationships with decision-makers.
- Drove new business development.
- Develop creative and effective customer-focused solutions using all media platforms.
- Responsible for setting the pace and constantly providing feedback to account executives to improve their performance.
- Responsible for setting the pace and constantly providing feedback to account executives to improve their performance.
- Managed, trained, evaluated, and developed sales professionals.
- Managed Accounts Receivable.
- Developed and cultivated client relationships alongside Account Executives.
- Complete appropriate business reports and forecasts as required.
- Performed other duties as assigned.

**RAYCOM Television, WDAM NBC/ABC/Bounce Television 2015-2019**  
**Local Sales Manager**  
**Hattiesburg, MS**

- Provide leadership and coaching to local Account Executives.
- Led Account Executives on new business development.
- Hire, train, coach, and motivate Account Executives to achieve revenue goals.
- Schedule and conduct weekly sales meetings and sales training.
- Conduct weekly one-on-one meetings and quarterly strategy meetings with each Account Executive.
- Define account executive performance expectations.
- Develop relationships with clients and key prospects via frequent visibility. Which includes being active in the sales process, getting out on sales calls and entertaining clients.
- Assist in accurately forecasting revenue throughout the year to exceed quarterly & annual budgets.
- Meet and exceed departmental goals for Revenue, Market Share, New Business, Internet, Mobile, and Multi-cast etc.
- Knowledge of competitive media, ratings, pricing, and inventory control.
- Managed weekly/quarterly rate cards to maximize station revenue and achieve revenue goals.
- Advise research in creation of research presentations to assist in our sales efforts.
- Track pending business and inform each salesperson of his/her pending as it relates to the Monthly goal.
- Communicate effectively with other Departmental Managers/Supervisors.

- Travel outside market when necessary for Raycom Corporate to help recruit students from the MSI program.

**Schottenstein Corp.**  
**Sales Manager**  
**Maryland**

**2014-2015**

- Focused on sales and budget strategies to maximize revenue.
- Leading 14 sales executives and oversee non sales employees.
- Charged with developing and implementing new sales initiatives, including corporate strategies.
- Provided input to the leadership team regarding sales strategies and future planning.
- Responsible for driving the professional development to the team, including mentorship, training, and performance evaluations, and ensuring that the team is effectively managing all sales opportunities.
- Directed with confidence, the removal of internal and external roadblocks and help the team resolve challenges in support of sales opportunities and exemplary customer service.
- Skilled leader, having strong organizational skills, and thorough knowledge and understanding of operations.
- Interviewed, hired, and trained sales personnel.
- Continued focus on improving productivity by implementing value-added operational efficiencies.
- Increased client closings to 23% vs. 15% last year.
- Optimized leadership skills and provided unwavering customer service to successfully close employee sales which generated \$13.8 million in annualized revenue.

**Tribune Broadcasting, WDCW CW50 Television**  
**Senior Account Executive**  
**Washington, D.C.**

**2003-2013**

- Seasoned marketing representative responsible for the planning and execution of major marketing campaigns that enhance client brand awareness and increase market share. Sample advertisers worked with: IKEA, Progressive Insurance, KFC, Verizon, Six Flags, Government & Non Profit Agencies, Blue Cross Blue Shield, Automotive, GEICO, and MWH.
- Prepared a marketing strategy and related goals based on sales initiatives and needs.
- Secured marketing sponsorships for major convention events.
- Directed all phases of the marketing outreach efforts in order to maximize business and programming objectives for advertisers.
- Illustrated understanding of non-traditional marketing platforms including the dynamics of building and leveraging partnerships.
- Advised on cost effective advertising plans to build brand recognition and increase customer product awareness.
- Negotiated advertising/marketing deal terms with national, regional, and local DMA clients. Responsible for negotiations, activity, & development of NTR accounts.
- Guided social media marketing campaigns and initiatives for clients. Such as, Texting campaigns, Banner Ads, Twitter, and Facebook.
- Compiled the information with the use of Nielsen and Scarborough data. Informed staff of issues, problems, challenges, opportunities, and options. Advised on strategies and solutions to help the growth of the network. Developed and conducted improved sales training to staff.

- Managed accounts in diverse industries and achieved 100% of annual sales quotas.
- Received numerous awards for being top quarterly sales/marketing executive.

**Sinclair Broadcasting, WBFF FOX45 & WNUV WB54**  
**Senior Account Executive**  
**Baltimore, MD**

**2000-2003**

- Seasoned marketing executive responsible for the planning and execution of major marketing campaigns that enhance client brand awareness, secure new business, and increase market share.
- Established marketing strategies and related goals based on sales initiatives and needs.
- Charged with developing tracking procedures to ensure the measuring results of all promotional marketing efforts. Example: Vendor Program.
- Directed or managed the development of creative strategies and execution of commercials, consumer research, marketing, and media strategies for a range of products.
- Resolved all phases of the marketing outreach efforts in order to maximize the business and programming objectives for advertisers brand.
- Coached clients and staff on consumer product marketing: Developing and executing marketing plans, implementing strategies, policies, & procedures for effective advertising campaigns. Using targeted social media platforms, direct mail, and advertising mediums. Example: Promotional ideas, plans, product placement, merchandising and inventory management.
- Exceeded all assigned personal sales goals, including increased new contacts, achieved 95% renewals and increased revenue share by 20%.
- Generated orders worth over \$3.2 million dollars in marketing ad sales.

EDUCATION

STATE UNIVERSITY OF NEW YORK AT NEW PALTZ

- B.A. Communications

COLUMBIA UNIVERSITY-New York, NY

- Graduate Studies in Organizational Psychology



# HOWARD W. BROWN, JR., AICP, ICMA-CM

[Howardwbrownjr@gmail.com](mailto:Howardwbrownjr@gmail.com)

Palm Beach Gardens, FL 33412 ☎ 305-788-9647 <https://www.linkedin.com/in/howardwbrownjr/>

## CITY MANAGER / CONTRACT CITY EXECUTIVE

City Executive Leadership – Contract-City Operations – Fiscal Management – Strategic & Land Use Planning – Intergovernmental Relations – Outsourced Services Administration

## CAREER HISTORY

*Leadership* □ *Budgeting Expertise* □  
*Relationship management* □ *Community Builder* □ *Technical Expertise*

### **CEO and Founder of Local Government Consulting Group, LLC**

**October 1, 2018 – Present**

*Incorporated in October 1, 2018, Local Government Consulting Group is a local government consulting firm that specializes in providing specialized services in the Office of the City Manager, Community Development, and Community Redevelopment Agency (CRA)*

#### **Interim City Manager, City of Fort Meade, FL (July 2025 to Present)**

- Provide Interim City Manager Services
- Oversee and serve as Chief Advisor to the Community Redevelopment Agency (CRA)

#### **Interim Town Manager, Town of Century, FL (December 2023 to September 2025)**

- Provide part-time Interim Town Manager Services
- Oversee and serve as Chief Advisor to the Community Redevelopment Agency (CRA)

#### **Interim City Manager, City of East Point, GA (February 2024 to October 2024)**

- Provided full-time City Manager Services as Sub Consultant for Sumter Consulting.
- Developed and implemented a structurally balanced budget that earned the GFOA Distinguished Budget Presentation Award, enhancing fiscus transparency and accountability.
- Completed Phase I of the Employee Compensation Plan, adopted by City Council and integrated the strategic plan and budget, improving internal equity and workforce retention.

#### **Senior Advisor (Sub-Consultant), Miami Dade County, FL, (January 2024 to Present)**

- Provide consulting services as a Sub Consultant for MHCP Colab. Serves as Senior Advisor to two (2) CRAS: NW 79<sup>th</sup> Street and NW 7<sup>th</sup> Avenue Community Redevelopment Agencies
- Provide Economic Development Advisory services to two of the largest redevelopment agencies in Florida

**Planning Consultant:** *past experiences as a Planning Consultant on short term projects for the following cities: City of North Miami, City of Miami Gardens, and City of South Fulton, GA (January 2023 - December 2023)*

### **Village Manager, Village of Indiantown, FL**

**January 2019 – January 2023**

*Incorporated December 31, 2017, the Village of Indiantown is unique, being the 413<sup>th</sup> municipality incorporated in South Florida.*

- **Negotiated a multimillion-dollar interlocal agreement** with Martin County saving the residents of the Village ~ \$1.5MM throughout the interlocal agreement for Fire Rescue Services.
- **Created and implemented a 5-year strategic action plan** together with the initial Village Council; we hit the ground running, achieving it within 3-years.
- **Negotiated and purchased a private water and sewer plant** for \$8.5MM, subsequently satisfying 80% of the loan to purchase the asset forgiven; Negotiated a 0% interest rate over a 30-year term.

**City Manager, City of Bell****January 2016 – October 2018**

*The City of Bell, CA, is an incorporated city in Los Angeles County, California. Accountable for the day-to-day operations of all City departments, \$32MM in annual operating and capital budgets, and 150+ employees serving a daytime population of 50,000+.*

- **Led the City through its first-ever recodification** of all city codes of ordinances, including retaining a consultant to conduct a charter review for Council Consideration.
- **Prepared a balanced budget**, successfully adopted by the Mayor and Council two years in a row despite declining property, sales taxes, and rising pension costs.
- **Organized several neighborhood groups, including Neighborhood Watch**, and met regularly with residents to sell the city's Strategic Plan and City Priorities approved by the Mayor and Council.

**City Manager, City of Muskogee, Oklahoma****January 2014 – January 2016**

*The City of Muskogee is an incorporated city located in the Tulsa, Oklahoma, metropolitan area.*

- **Collaborated with the Mayor and City Council to develop** an employee compensation plan and labor relations strategy for three collective bargaining agreements: Police, Fire, and Non-uniformed employees.
- **Wrote the Muskogee 2020 Strategic Plan**, adopted by the Mayor and City Council.
- **Oversaw day-to-day operations of all city departments** while managing a \$61MM operating and capital budget and 600+ employees serving a daytime population of more than 50,000.

**City of Opa-Locka, FL****January 2010– January 2014**

*The City of Opa-Locka, FL, is an incorporated city in Miami-Dade County, FL.*

**ACTING ASSISTANT CITY MANAGER (2013-2014)**

- **Led the reorganization of the Building Services Division** to reduce the budget deficit by 25% and created the city's first Certificate of Use program, generating ~ \$1MM per annum.
- **Executed the directives of the City Manager**, Mayor, and City Council while managing a municipal organization with a \$13MM annual operating budget and 190 employees, serving a population of 16,000.
- **Directly supervised and managed** Police, Human Resources, IT, Finance, Public Works, Parks and Recreation, Planning and Community Development, Code Enforcement, and Building and Licensing Departments.

**DIRECTOR, PLANNING AND COMMUNITY DEVELOPMENT (2010- 2013)**

- **Prepared the city's first Annexation Plan** based on the Miami-Dade County Code and the State of Florida Annexation law
- **Managed/directed all Community Development Block Grant (CDBG)** funding, including project management/grant proposal writing.
- **Received 1.2 Million Community Challenge Planning Grant** – from the United States Housing and Urban Development Department. Only two cities within the state of Florida was awarded.

**Director, Planning and Development Services, City Of Albany, GA****October 2007– July 2010****Neighborhood Improvement Manager, City of Lilburn, GA****September 2002 – October 2007****Chief of Code Enforcement City of Lauderdale Lakes, FL****June 2000 – September 2002**

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## EDUCATION

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Harvard University, Cambridge, MA (2022)  
**Certificate, Program for State and Local Government Executives**

University of West Florida, Pensacola, Florida (1995)  
**Master of Public Administration**

Florida State University, Tallahassee, Florida (1993)  
**Bachelor of Science in Criminology**

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## CERTIFICATION & PROFESSIONAL DEVELOPMENT

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**Credentialed Manager**, International City Manager's Association (ICMA)  
**Certified Urban Planner**, American Institute of Certified Planners (AICP) - Certification No. 24680  
**National Incident Management Systems (NIMS) Certifications:** ICS 100, 200, 300, 400, 700 & 800

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## BOARD APPOINTMENTS / MEMBERSHIPS

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International City/County Management Association (ICMA), Full Member  
Florida City and County Management Association (FCCMA), Full Member  
American Institute of Certified Planners (AICP), Full Member  
American Planning Association (APA), Full Member

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## VOLUNTEER ACTIVITIES & CIVIC CONTRIBUTIONS

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Habitat for Humanity, Albany, GA  
Boy Scouts of America, Tulsa, OK and Indiantown, FL  
International Rotary Club of America, Rotarian, Tulsa, Ok, and Albany, GA

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## HONORS – AWARDS – PROFESSIONAL RECOGNITION

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National Defense Service Medal – Persian Gulf War, United States Army  
Humanitarian Service Medal - Hurricane Andrew Disaster Relief, United States Army  
*40 under 40* – most influential persons - Albany Herald, Albany, GA

# Howard W. Brown, Jr., AICP, ICMA-CM

Palm Beach Gardens, FL

☎: 305-788-9647 | ✉: howardwbrownjr@gmail.com

**November 18, 2025**

Honorable Mayor and Members of the City Commission  
City of Westlake  
4001 Seminole Pratt Whitney Road  
Westlake, Florida. 33470

## **RE: Formal Application for City Manager/Chief Administrative Officer – City of Westlake**

Dear Mayor and Commissioners:

I am pleased to submit my application for the position of City Manager/Chief Administrative Officer for the City of Westlake. I am particularly drawn to this opportunity because Westlake's "government light" structure reflects the core of my management experience and professional philosophy. My background includes proven City Manager leadership in Florida, Georgia, Oklahoma, and California, where I successfully managed contract-city environments, implemented performance-based service models, and delivered high-impact results in communities of varying size, complexity, and political structure.

My experience with contract government began during my tenure as City Manager of Bell, California located in Los Angeles County area, where I restructured an entire municipal organization following a nationally known crisis. I implemented strict oversight systems, rebuilt public confidence, and modernized service delivery through a combination of private-sector contracting, intergovernmental partnerships, and performance-based accountability. This experience solidified my belief that the contract-city model—when strategically led—can produce exceptional results, strong fiscal discipline, and a high standard of service for residents.

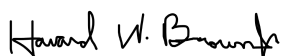
I later brought these principles to Indiantown, Florida, where I served as the Village's first permanent manager. Indiantown operated almost entirely with outsourced departments and private vendors, similar to Westlake's model since its incorporation. Under my leadership, the organization stabilized, development activity accelerated, and residents benefited from cost-efficient services supported by strong contractor performance management and cross-agency coordination. This direct experience aligns squarely with Westlake's expectations for a City Manager who understands and embraces contract operations.

The City's published job description emphasizes the need for a leader with a proven ability to secure appropriations and grants, oversee audit and financial controls, manage large-scale development, and represent the City's interests at all levels of government. These responsibilities mirror the scope of my work across multiple jurisdictions, where I have secured significant funding, modernized land-development processes, administered multi-fund budgets, and led organizations through periods of expansion, regulatory refinement, and organizational restructuring.

Westlake's vision—streamlined government, innovation, efficiency, and outstanding service delivery—is exactly the environment in which I thrive. As an ICMA-Credentialed Manager, I bring a leadership style rooted in transparency, accountability, and strategic collaboration with elected officials. I have guided organizations through accelerated growth, strengthened contract oversight mechanisms, and developed long-term strategies that balance infrastructure needs, operational capacity, and a rapidly expanding population. I would be honored to partner with the Mayor and City Commission to build upon Westlake's foundation, advance its contract-city model, secure the next wave of state and federal resources, and support a high-performing organization dedicated to exceptional service to residents.

Thank you for your consideration. I welcome the opportunity to discuss my background further and share how my experience aligns with Westlake's goals for its next City Manager.

Sincerely,



Howard W. Brown, Jr., AICP, ICMA-CM

# RAMSAY J. BULKELEY, ESQ.

West Palm Beach, Florida • (561) 301-7608 • bulkeleyramsay@gmail.com

## Summary

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### CITY MANAGEMENT • PUBLIC ADMINISTRATION • GOVERNMENT OPERATIONS • INTERGOVERNMENTAL RELATIONS

Senior executive and municipal operations leader with 20+ years of progressive experience in Florida local government, public administration, large-scale development oversight, appropriations strategy, and high-level organizational leadership. Former Executive Director of Palm Beach County Planning, Zoning & Building—responsible for 400 employees and an \$80M departmental budget, and annual delivery of \$2.5B in countywide infrastructure. Attorney with deep experience in municipal law, land development, intergovernmental negotiation, contract administration, and public-private partnerships. Proven ability to secure major funding, lead complex government systems, manage rapid growth, and advance large-scale development in fast-emerging communities.

## Core Leadership Competencies

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- Municipal Administration & Government Operations
- State Appropriations & Grant Acquisition
- Large-Scale Infrastructure & Capital Planning
- Budgeting, Financial Controls & Audits
- Contract & Vendor Management (“Government Light” Model)
- Development Review, LDRs, Zoning, Land Use & Entitlements
- Public-Private Partnerships (P3) & Economic Development
- Intergovernmental Relations (County, State, Federal)
- Strategic Planning & Policy Development
- High-Level Staff Leadership, Culture Building & Team Development
- Public Engagement, Community Relations & Crisis Communication

## Experience

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### 2024 - present: BULKELEY CONSULTING – WEST PALM BEACH, FL

#### **President**

Specialized representation focused on municipal and county regulatory systems, real estate development, zoning, land use strategy, code enforcement, property tax matters, and complex development negotiations.

- Advise municipalities and developers on comprehensive planning, LDR interpretation, development applications, and growth-management strategies.
- Manage full contract compliance for development agreements, ground leases, P3 structures, and municipal land transactions.
- Prepare grant-ready project documentation, state-funding justifications, and infrastructure prioritization for appropriations requests.
- Provide crisis-response and regulatory interpretation for code, building, and permitting issues.

### 2023 - 2024: WGI, INC. – WEST PALM BEACH, FL

#### **Market Leader – South Florida**

Directed regional growth and full-service project coordination for engineering, survey, geospatial, entitlement, and development projects.

- Managed development approvals, rezoning, land-use amendments, site plan entitlements, transportation issues, and P3 coordination.
- Coordinated infrastructure-heavy projects requiring multi-agency approvals, including county, municipal, and state entities.

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- Supported developers and public agencies from acquisition through CO, ensuring compliance with financial, schedule, and regulatory benchmarks.
- Led budget development and interdepartmental resource planning for executive leadership.

## **2013 - 2023: PALM BEACH COUNTY – PLANNING, ZONING & BUILDING DEPARTMENT**

### **2018-2023 Executive Director**

Executive head of a major county department overseeing **350 employees, \$80M operating budget**, and an average of **\$2.5B in annual infrastructure delivery**.

- Directed the operations of Building, Planning, Zoning, Code Enforcement, Contractors Certification, and Administrative divisions.
- Led state appropriations requests, capital funding cycles, and administration of multi-year infrastructure programs.
- Implemented systems modernization to improve permitting efficiency, development review, and project turnaround times.
- Negotiated intergovernmental operating agreements.
- Served as key liaison between the County Administrator, Board of County Commissioners, major landowners, and legislative partners.
- Oversaw preparation of audited financials, internal controls, and departmentwide fiscal accountability.

### **2016-2018 Deputy Director**

Second-in-command for all PZ & B operations.

- Administered major segments of the county's development services, code enforcement, building operations, and LDR review.
- Collaborated with the County Attorney's Office on complex regulatory issues, litigation risk, and code revisions.
- Improved organizational efficiencies and customer-service performance across multiple divisions.
- Drafted ordinances and policy amendments; presented regularly to the Board of County Commissioners.
- Managed department-wide budget analysis, revenue forecasting, and performance measures.

### **2013-2016 Director of Code Enforcement**

- Managed enforcement of 15 county codes and ordinances.
- Directed 36 employees (officers and administrative staff).
- Coordinated intergovernmental operations with municipalities, Fire Rescue, Sheriff's Office, and ERM.
- Developed new enforcement procedures reducing case duration and improving compliance outcomes.
- Regularly presented to Board of County Commissioners, advisory boards, and community groups.

## **2011 - 2013: LAW OFFICES OF RAMSAY J. BULKELEY, P.A. – JUPITER, FL**

### **President**

- Managed full legal practice with focus on public hearings, land use approvals, zoning, municipal permitting, and governmental representation.
- Represented clients before PBC, municipalities, SFWMD, DEP, ACOE, and local boards.
- Drafted development agreements, and complex permitting packages.

# RAMSAY J. BULKELEY, ESQ.

West Palm Beach, Florida • (561) 301-7608 • bulkeleyramsay@gmail.com

**2011: STEWART MINING INDUSTRIES – FT. PIERCE, FL**  
**Vice President & Legal Counsel**

- Managed all regulatory permitting and environmental compliance.
- Interfaced with DEP, MSHA, SFWMD, ACOE, and local governments.
- Directed operations and litigation strategy.

**2006 - 2011: CASEY CIKLIN LUBITZ MARTENS & O'CONNELL – WEST PALM BEACH, FL**  
**Associate Attorney / Land Planner**

- Managed major development approvals including mines, DRIs, and large-scale commercial projects.
- Prepared comprehensive plan amendments, rezoning, concurrency, ERM permits, and state/federal applications.
- Notable role in approval of 7,500-acre aggregate mine, Scripps Phase II DRI, and PBC Convention Center Hotel.

## **Education**

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**J.D.**, Nova Southeastern University – Shepard Broad Law Center  
**B.S.**, Community & Regional Planning – Appalachian State University  
**B.A.**, Criminal Justice – University of North Carolina, Charlotte  
**Member, Florida Bar (2006–Present)**

## **Additional**

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- ICMA membership
- Extensive experience presenting before County Commissions, municipal councils, legislative bodies, and public boards.
- Advanced public speaking, executive communication, presentation development

November 7, 2025

Leondrae D. Camel  
Redacted  
Wellington, Florida 33449  
561-261-3437  
Lcam76@aol.com

Odet Izquierdo, Acting City Clerk  
City of Westlake  
4001 Seminole Pratt Whitney Road  
Westlake, FL. 33470

Dear Acting City Clerk Odet Izquierdo,

It is with great purpose and enthusiasm that I submit my resume for the position of City Manager of the City of Westlake. As a seasoned municipal executive with over two decades of experience leading city operations, fostering intergovernmental partnerships, and driving equitable community development, I am confident in my ability to lead the League into its next era of regional collaboration and innovation.

My professional journey—from educator and planner to City Manager—has been marked by a deep commitment to ethical governance, fiscal stewardship, and transparent public engagement. As City Manager for the City of South Bay since 2013, I have led transformative initiatives that include securing over \$6.6 million in grant and legislative funding, eliminating structural budget deficits, launching regional economic development projects, and modernizing internal operations. I’ve successfully secured state and federal funding for underserved communities while building trust through resident-focused programs, such as “Conversations with the Manager,” and master planning efforts grounded in community voice.

I bring a unique blend of executive management experience, legislative insight, and coalition-building skills that directly align with Westlake’s mission to strengthen municipal government through advocacy, collaboration, and leadership, as well as managing a rapidly growing community. As a current City Manager and former President of the Palm Beach County City Management Association, I have a firsthand appreciation for the vital role the manager plays in unifying local governments, amplifying collective priorities, and shaping regional policy, all while keeping the needs



of the residents at the forefront of all conversations. I am eager to expand upon this opportunity in a full-time capacity and aid Westlake in navigating the evolving challenges of infrastructure, housing, economic development, land development, and civic trust.

Beyond operational expertise, I bring a values-based leadership style—rooted in inclusion, transparency, and performance. I view the City Manager role not only as an administrative steward but as a connector, innovator, and champion of municipal excellence. I am also a proud member of the National League of Cities, FLC, ICMA, PBCCMA, and several community and professional organizations committed to equity and leadership development.

I welcome the opportunity to meet with the Mayor and Council to further discuss how my experience and passion for public service can contribute to the continued success and impact of Westlake. Thank you for considering my application.

Warm regards,



Leondrae D. Camel

**Cc: Mayor and Councilmembers**

*Leondrae D. Camel*

*LC*

10051 Freesian Way, Wellington, FL. 33449

Phone: 561-261-3437 • Fax: 561-993-5080 • E-Mail: lcaml76@aol.com

## CHIEF EXECUTIVE | CITY MANAGER | STRATEGIC GOVERNMENT LEADER

**Innovative, ethical, and impact-driven public executive** with 20+ years of transformative leadership in municipal administration, strategic planning, and intergovernmental affairs. Adept at aligning policy with progress, building coalitions, and executing complex initiatives that foster inclusive economic development, government transparency, and operational excellence. Trusted advisor to elected officials and regional leaders. Known for fiscal turnaround success, grant acquisition, and community-first leadership.

### EXECUTIVE COMPETENCIES

- Government & Civic Leadership
- Strategic & Capital Planning
- Budget Turnaround & Financial Oversight
- Public-Private Partnerships
- Intergovernmental & Legislative Relations
- Workforce & Talent Development
- Infrastructure & Urban Redevelopment
- Organizational Change & Compliance
- Equity-Centered Policy Frameworks
- Community Engagement & Transparency

### PROFESSIONAL EXPERIENCE

#### CITY OF SOUTH BAY, FL

**City Manager** | 2013 – Present

Chief Executive for the municipality; oversee all departments, operations, and personnel while driving growth, compliance, and resident satisfaction.

- Secured **\$6.6M+ in federal and state funding** for infrastructure, community initiatives, and housing rehabilitation.
- Reversed a **\$325K budget deficit**, implemented financial controls, and created a \$1.4M capital improvement fund.
- Established an investment account with assets exceeding \$5M
- Attracted manufacturing and distribution to the Park of Commerce, advancing regional job growth.
- Reengineered internal processes, reducing general liabilities by 35% and audit costs by 50%.

- Led (2) successful Brownfield cleanup (\$300K), demolition grants (\$375K), and HUD redevelopment of 135-unit complex.
- Spearheaded creation of a **citywide Master Plan** (85% completed in 3 years).
- Established a quarterly “Conversations With The Manager” to enhance civic dialogue and accountability.

#### **Key Wins:**

- ✓ Eliminated \$470K in state-held land debt
- ✓ Corrected 35 Inspector General deficiencies within 13 months
- ✓ Launched Senior Housing Rehab & new citizen engagement frameworks
- ✓ Instituted performance dashboards and risk frameworks across departments

#### **CITY OF BELLE GLADE, FL**

**Division Manager, Youth & Family Services** | 2005 – 2012

Directed strategic programming for family services, securing funding and developing new engagement initiatives.

- Raised over **\$1M in grants** to revitalize dormant programming.
- Designed job-readiness and recovery programs, achieving **90% non-recidivism** rate.
- Recognized by U.S. DOJ and Inspector General for financial compliance.
- Built coalitions with county, state, and national agencies for youth and family success.

#### **CITY OF BELLE GLADE, FL**

**Planner & Zoning Administrator** | 2003 – 2005

Advanced community development by managing planning, permitting, and public engagement.

- Supported the **Belle Glade Housing Renaissance**, improving housing availability.
- Oversaw land use reviews, statistical reporting, and zoning recommendations.

#### **PALM BEACH COUNTY SCHOOLS**

**Teacher** | 2000 – 2003

Developed enrichment strategies for low-performing students; increased academic outcomes and parent engagement.

#### **GOVERNANCE & PROFESSIONAL LEADERSHIP**

- |  |  |
|--|--|
| • <b>Board of Directors</b> , Palm Beach County League of Cities       | • <b>Member</b> , National League of Cities: FAIR Committee & REAL Committee |
| • <b>Transportation Committee</b> , Palm Beach County League of Cities | • <b>Candidate</b> , International City/County Management Association (ICMA) |
| • <b>Member</b> , Palm Beach County City Management Association        | • <b>Member</b> , National & Florida Educators Associations                  |

- **Advisory Board**, First Tee of the Glades
- **Member**, Alpha Phi Alpha Fraternity, Inc.

## **EDUCATION & CERTIFICATIONS**

**Master of Public Administration (MPA)** – Walden University

**B.S., Public Administration** – Barry University

**B.S., Elementary Education** – Florida A&M University

**Executive Grant Management Program** – University of Miami

**FEMA National Incident Management System (NIMS) Certified**

## **COMPENSATION HISTORY**

- **City Manager**, South Bay | \$80,000 → **\$155,000+**
- **Division Manager**, Belle Glade | \$47,500 → \$60,500
- **Planning/Zoning Administrator**, Belle Glade | \$35,000 → \$37,800
- **Teacher**, Palm Beach County Schools | \$36,750 → \$39,675



Hello, my name is Brandon Eugene Carter, and I am writing to express deep interest in the City Manager position with the City of Westlake, Florida. I have garnered the pertinent leadership experience throughout my tenure in the United States Marine Corps (USMC). During my leadership tenure in the USMC, I ensured that daily operations were completed in a timely and efficient manner. This role truly prepared me for the duties and responsibilities to fulfill my previous role as the Executive Director of Finance for the City of Lake City, South Carolina. I am seeking to take on greater responsibilities that will enable me to uplift, nourish, and lead not only a team but also an organization to daily success. Additionally, I am also looking forward to seeking a greater challenge and to further develop my skill set in executive management. Importantly, I am striving to achieve this position to showcase youth progression and retention in the government sector. Young people are leaving the government sector at a staggering rate. I am doing everything within my power to encourage young people to not only stay in the government sector, but to refrain from being stagnant and to seek more challenging roles.

I am a strong candidate for this position, because I am adamant that I have a special calling to serve and lead others. I have practiced and perfected the leadership style of servant leadership. My hard work, unselfishness, and motivated mentality promotes camaraderie and high morale. Servant leaders are attuned to the needs of those underneath their charge. In my tenure as a Non-Commissioned Officer in the USMC as well as my previous role as the Executive Finance Director of Lake City, SC, I make it a top priority to ensure the social, emotional, and psychological wellbeing of my staff. I am indeed a natural born leader who believes in employee empowerment and self-accountability. Furthermore, I possess an unwavering loyalty to the adherence of ethical behavior and the abidance towards policies and procedures. I constantly ensure that my employees are adhering to the standards of procedures, while in the interim, implementing a harmonious environment. Servant leaders should be adaptable and possess the capability to overcome adverse situations. I possess strong critical thinking and assertive communication skills that are essential in a leadership role. The skills given allow me to think outside of the box, find positive strength base solutions, adapt well in unknown predicaments, and deescalate those with heightened emotions without aggression.

I am the top contender for this position due to my experience from my previous tenure from the City of Lake City. First, I filled in the role as Deputy City Administrator once he was terminated in 2023, then I filled in the role as City Administrator after his termination in 2025.

Albeit I was not appointed by mayor and city council as the official City Administrator. Once the City Administrator was terminated, I innately took the helm of the ship and continued to progress the city forward. I possess the mindset to hit the ground running and to go up and beyond the duties of my hired roll. This mindset aligns with my basic core principle of adaptation which is a leadership trait I have gleaned from my tenure in the USMC. This mindset sets me apart from your other applicants for the reason of results driven. The success of an organization is based upon the fluidity of the team.

I was the Executive Director of Finance for Lake City for over two years. I am new to government, and I love every second of it. I am looking forward to making it my lifelong career. I currently possess a Master of Business Administration (MBA) in business administration. Additionally, I currently possess my Certified Public Funds Investment Manager (CPFIM) Certification with the Association of Public Treasurers of United States and Canada (APTUS&C). I am currently enrolled in the Certified Public Finance Officer (CPFO) with the Government Finance Officer Association (GFOA). I am a member in organizations such as the Government Finance Officer Association (GFOA), Government Finance Officer Association of South Carolina (GFOASC), International City/County Manager Association (ICMA), South Carolina City/County Management Association (SCCCMA), Association of Public Treasurers of the United States and Canada (APTUSC), National League of Cities (NLC), and the Municipal Association of South Carolina (MASC). In regards with the MASC, I am a member of the South Carolina Business Licensing Officials Association, the South Carolina Municipal Finance Officers, Clerks, and Treasurers Association, and the South Carolina Municipal Human Resources Association. I am a sitting member of two committees with the NLC. One is the Finance, Administration, and Intergovernmental Relations (FAIR) committee, and the second is the Military Communities Council (MCC). I am a member of the Small Government Forum with the GFOA. Lastly, I had the honor to be elected and inducted to sit on the board of directors of the GFOASC and served as the President-Elect. I have also had the honor and privilege to be inducted and elected to sit on the board of directors of the Young Professionals Network (YPN) with the GFOA in which I am currently serving.

In conclusion, I strongly believe I am the best candidate for this position. Not only do I exhibit and live by the principals of servant leadership, but I am also a great team player as well. It would be a great honor to work with this outstanding team. Please reach out to me by phone or email if there are any additional questions or concerns. Thank you very much for your time and the opportunity.

Best Regards,

Brandon E. Carter, MBA, CPFIM  
carterbe843@gmail.com  
843-860-1661

“You will never reach your destination if you stop and throw stones at every dog that barks” – Winston Churchill

# BRANDON E. CARTER, MBA, CPFIM

Sumter, SC 29153 \*Willing to Relocate\*

843-860-1661

carterbe843@gmail.com

## Summary

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Dedicated, personable, and ambitious professional. Proficient in executive management and supervisory duties and functions. Adept in accounting, finance, and administrative support. A devoted servant leader who leads by example and promotes employee empowerment. A collaborative leader who promotes mutual accountability and teamwork. Currently seeking a position with long-term growth opportunity due to my core strengths which are accuracy, efficiency, and leadership, in addition with my love of working in a unit that shares the same mentality to be the best. I have acquired these strengths from my decade of experience in managing deadline-driven teams in fast-moving environments from the Marine Corps to a successful publicly traded recruiting firm to local government.

## SKILLS

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- |                     |                    |                             |
|---------------------|--------------------|-----------------------------|
| • Administration    | • Accounting/Audit | • Finance/Budget            |
| • Operations        | • HR/Management    | • Economic Development      |
| • Public Engagement | • Capital Projects | • Innovation/Results-Driven |

## PROFESSIONAL EXPERIENCE

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### Executive Director of Finance

Jan 2023-Jul 2025

### Interim City Administrator (Unofficial)

City of Lake City, Lake, SC.

Executive Finance Director presides over the financial, accounting, and administrative operations and functions of a town with a population of 6,000. Manage relationships with the local organizations and businesses such as the Chamber of Commerce and neighboring municipalities. Collaborate with department heads such as Police Chief, Fire Chief, Public Works, Recreations, and others. Ensure the City is within Compliance of federal, state, and local law. Oversee, directs, and preside over the financial health and metrics of the City.

### Finance

- Presides over the full cycle of financial and administrative operational functions for the City of Lake City; Control/Preside over the functions and reconciliation of the City's ledgers; Manages/Prepare/implement the annual operating budget in addition with capital improvements; Propel various strategies to bolster ethics and good governance.
- Spearheads the implementation of the Internal Controls/Procurements; Develop various approaches regarding cash flow; Presented the monthly financials to local officials.
- Governs the financial health of the City; Construct methods of improvements by benchmarking neighboring jurisdictions and nation-wide municipalities; Oversee the city's growth by networking with organizations and associations; Oversee all collaborations regarding City's events/affairs.
- Founder and Director of the Grants Department; Managed the Grants administration, Grants writing, and finance; Oversees opportunities, investments, capital projects, and compliance.

### **Administration**

- Engages with Department Heads regarding financial metrics/budget performance; Provides guidance regarding fiscal discipline; Manages organizational issues/matters.
- Oversee all public engagements; Orchestrate correspondence to local, county, federal officials/department heads regarding City developments/investments; Provided insight on shortfalls/surplus; Provided guidance regarding steps to attract outside assistance.
- Play a major role as a liaison between local officials, local businesses, and the public.
- Orchestrate budget workshops for local officials/community; Assist the Mayor and City Clerk in the production of city council meetings; Assist in matters related to Resolutions/Ordinances.
- Assist in Economic Development; Managed meetings with project managers, engineering firms, legal, and local officials; Provided weekly updates if necessary.
- Spearhead/Manages capital projects for city's growth; Collaborated with City Council and Community leaders regarding City's progression; Provided guidance/counsel regarding steps towards accumulating growth via infrastructure, housing affordability, and revitalization.

### **Accounting Specialist**

**Oct 2021-Jan 2023**

HireQuest Incorporated, Goose Creek, SC.

Accounting Specialist that presides over the A/R duties and functions of a fast-moving, publicly traded staffing/recruiting firm; Manages relationships of 200 branches and 50 owners in 40 states while coaching my team to constantly improve our processes, with the results being record growth across the board for the branches and the company.

- Led a team of two accounting professionals to ensure the timely processing of all vendor's checks and invoices; Oversee the financial health of over 200 branches nationwide in addition with the company as an entity.
- Play a major key role in accounting activities to ensure compliance, principles, policies and procedures, and audits; Worked closely with management and team members regarding improvements of internal controls.
- Founder and Director of the company's professional training academy; Oversees/Governs personnel training regarding accounting, finance, and administrative functions and principles; Develop/Implement coaching strategies to increase retention; Safeguard/Preside over the company's contingency plans and programs.

### **Office Manager**

**Jul 2020-Oct 2021**

Harris Ventures DBA Staff Zone, North Charleston, SC.

Directed/Managed the daily branch operations; Worked with my team to develop standard operating procedures, both financial and in terms of employee performance. Responsible for all credit, invoicing, collections, financial reporting, payroll, training, and tracking improvement; Played a key role in consumer relations; Drove sales by maintaining rapport with customers; Mitigated legal and financial risk by conducting thorough in-depth research of clients.

- Supervised seven professionals; Established/Solidified the company's standards and expectations for the branch; Prioritized the physical and mental well-being of the employees.
- Ensured the temporary workers were adhering to the standards of the company; Coached the workers regarding job efficiency; Mentored the workers towards betterment of lifestyle.



- Pioneered the modeling/execution of the financial process; Confected the financial statements; Ensured the branch was achieving budget; Monitor/Control the branch's expenses.
- Collaborated with team members to plan and execute short- and long-term financial strategies.
- Administered the recruitment efforts to maintain a strong workforce; Processed candidates' applications/onboarding; Interviewed candidates for various employment opportunities; Hired/delegated employees for different assignments.

#### **Administrative Specialist**

**Jul 2012-Feb 2016**

United States Marine Corps, MCAS - Cherry Point, NC.

Administrative specialist that governed the daily financial, logistical, legal, and administrative operations of a company of over 600 Marines; Spearheaded/Executed the company's budgeting, expenses, payroll, employee policy and procedures, and all team-development.

- Supervised six professionals into completing operational tasks which entail administrative, financial, logistics, and legal functions.
- Proofread, Corrected, and Rectified administrative/legal documents for personnel; Guided/Counseled personnel through the various changes in finances. Monitored personnel travel expenses, purchases, and reimbursements; Controlled the company's ledgers/databases.
- Mastered the myriad ways to conduct formal and informal team and individual coaching, mentoring, assessment, counseling, and evaluation; Implemented team/individual exercises.

#### **EDUCATION**

**Master of Business Administration (MBA)** with a concentration in Business Administration. **Jul 2022**  
Liberty University, Lynchburg, VA.

#### **CERTIFICATIONS**

**Certified Public Funds Investment Manager (CPFIM)** **04/2025**  
Tawas City, MI

**Certified Public Finance Officer (CPFO).** **Present**  
Chicago, IL

#### **PROFESSIONAL ORGANIZATIONS**

International City/County Management Association (ICMA)  
South Carolina City/County Management Association (SCCCMA)

#### **COMMITTEES**

President-Elect - Government Finance Officers Association of South Carolina (GFOASC)  
Board of Directors Committee Member - Young Professional Network (YPN)

#### **ACHIEVEMENTS**

Elected to the Board of Directors of GFOASC as President-Elect.  
Elected to the Board of Directors of the YPN with the GFOA.

## **References**

Christopher J. Williams  
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Max Slingluff  
Accounting Manager  
HireQuest  
Goose Creek, SC  
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[maximilien333@gmail.com](mailto:maximilien333@gmail.com)

Hello,

My name is Maximilien Slingluff and I am the accounting manager for HireQuest Inc. (HQI). I am writing to recommend Mr. Brandon Carter to your organization. Brandon was integral to my team during his time with us and made a tremendous impact on HireQuest.

Brandon joined our team during a tumultuous time but he “took the ball and ran with it.” As a national staffing company we took a big hit during covid and then underwent a series of rapid mergers and acquisitions, which means that our work-load doubled every few weeks. This meant that we lost many people at the exact time that we needed massive improvements to workflow and general procedures. Brandon became our hero during this time. I would have had to work 18 hours per day without him. He was initially hired to perform our A/R tasks, as we have 400 branches handling over 30,000 clients. We had cycled through numerous people in this position until we met Brandon. He had no interest in simply doing his core tasks so he can go home and get a paycheck, instead he went above and beyond to eliminate inefficiency and did this while being a wonderful motivator for the entire company.

During his time with us he:

- Cut our receivables processing time in half.
- Worked with IT to develop a more efficient payment processing system.
- Learned all the functions of our large accounting team so that he could be a “universal backup” for all functions. (Critical during a time of high turnover!)
- Made excellent training courses and job-aids for all roles on the team which continue to help us on a daily basis years later.
- Built excellent relationships with our 75 franchise-owners and 400 branches at a pivotal time when they were not only wary of us but desperately trying to recover from the losses they took during the pandemic.
- Coached and motivated all team-members. I believe he is responsible for the sudden rise in employee-retention. He became a beloved figure here, and still is.

Upon getting to know Brandon it became clear that he has a passion for what I would call the “science” of leadership. As someone who earned their college degree in “Leadership & Management” I find it annoying that so many people throw the word “leadership” around without any understanding of how to implement it in a tactical, face-to-face sense. Brandon does not use it as a buzzword, but as an actual developing science, blending financial strategy with industrial psychology, which seems to truly bring him joy. His dedication and coaching were inspiring to us. He is a much more selfless person than myself and I had to command him to use his weekends for himself instead of developing courses and systems for us.

On a personal level Brandon is the most honorable and motivated person I know, which is especially rare for a millennial of his age. He is something of a “folk hero” over here at HQI and will always have a “work home” here if he wants. We miss him greatly. He definitely solidified our policy of hiring Marines whenever possible.

I am happy to discuss him with you any time, as are my colleagues. As a financial advisor I can say that if Brandon Carter was a stock I would buy that stock now. Please reach out with any questions.

Thank you for your time,

## **Maximilien S. Slingluff**

[mscslingluff@hirequest.com](mailto:mscslingluff@hirequest.com)

(843) 715-1255 (mobile)

(843) 723-7400 ext. 1013 (office)



AND OUR FAMILY OF BRANDS





February 26<sup>th</sup>, 2025

To Whom it May Concern

I am writing this letter of enthusiastic support of Mr. Brandon Carter's application for a position within your organization. I have been moved over the past 2 years by Mr. Carter's abilities to motivate and navigate through a position with little or no direction.

Mr. Carter possesses the ultimate "can do" attitude while taking on all tasks with positive energy and a smile. His upbeat personality and engaging personal style enable him to interact effectively with clients and staff. Mr. Carter is very well organized and keeps track of the details necessary to run an efficient office. His talents however do not stop there.

Mr. Carter is a person of energy, maturity, and interpersonal skills. He represents himself with dignity and is looked upon by his peers and the community. Mr. Carter serves as the current President of the GFOASC - Government Finance Officer Association of South Carolina which speaks for itself.

Mr. Carter has tackled numerous challenges above his responsibilities with spirit and sophistication. Your organization would be gaining a strong leader and a marine.

Respectfully,

Marshann Terwilliger  
City Clerk to Mayor and Council  
Lake City, SC

# PEGGY CASTAÑO

Pembroke Pines, FL 33029

☎ 786-261-7199    ✉ peg111679@aol.com    <https://www.linkedin.com/in/peggy-castano-6aba5789/>

## CAREER PROFILE

Results-driven and seasoned Assistant City Manager with over a decade of vibrant leadership experience in municipal government. Proven track record of successfully collaborating with Mayors, Commissioners, residents, business owners, and staff to achieve organizational goals. Adept at directing day-to-day operations, strategic planning, and navigating diverse municipal administration levels. Skilled in managing multiple city departments, including Administration, Public Information Office, Engineering, Parks & Recreation, Development Services, Code Enforcement, Public Works, and Community Improvement Projects. Experienced in managing multi-million dollar budgets and maintaining strong fiscal oversight; commended for building solid relationships with community members, local schools, and stakeholders through active engagement in community events and promoting open communication. Currently serving as an Assistant City Manager, celebrated by colleagues and superiors as an ethical, resourceful, loyal, and dedicated leader.

## KEY RESPONSIBILITIES AND ACHIEVEMENTS

- ❖ Oversee daily operations and provide strategic direction to ensure continuous progress and effectiveness across municipal administration. Act as City Manager or Interim Director for multiple departments and complete special projects and administrative tasks as needed.
- ❖ My comprehensive portfolio consists of several key departments, including Communications and Public Information Office (PIO), Engineering and Construction Services, Public Works, Intergovernmental Affairs, Development Services, and the Mayor and Commission Office. By overseeing these areas, I foster collaboration across the city, drive vital initiatives, and implement robust support systems to optimize operations, encourage development, and ensure clear communication.
- ❖ Demonstrate adaptability and strong leadership skills as Interim Director of Development Services, managing five divisions: Building and Permitting, Housing, Planning and Zoning, Business Tax Receipt, and Code Enforcement.
- ❖ Successfully implemented Energov and managed Engineering and Construction Services, overseeing \$35 million in completed projects and \$80 million in strategic planning stages, showcasing proficiency in project management and fiscal responsibility.
- ❖ Secure significant funding for critical projects by developing and presenting persuasive legislative and federal agendas, addressing community needs, and promoting fiscal accountability.
- ❖ Cultivate relationships with diverse stakeholders, maintaining transparency and trust with the public, and enhancing the city's image through comprehensive branding, marketing, and crisis communications strategies.

- ❖ Support financial sustainability by identifying, securing, and managing grants and external funding sources to enable the successful execution of city projects and programs.
- ❖ Actively contribute to developing and implementing the city's strategic vision, mission, and goals, ensuring alignment with community needs and fostering overall growth.
- ❖ Build and lead high-performing teams, create a positive and collaborative work environment, and invest in the professional development of city staff to promote a culture of continuous improvement and innovation.

## CAREER PROGRESSION

### SENIOR CONSULTANT

**Local Government Consultant Group**

**June 2025- Current**

As a Senior Consultant specializing in local government services, I provide interim departmental oversight, project management, and expert guidance in internal and external communications, marketing, branding, capital improvement project supervision, and governmental affairs at the federal and state legislative levels. In addition, I offer tailored solutions for Assistant City Manager roles and administration challenges.

Drawing from my experience as an Assistant City Manager, I understand the pivotal role this position plays in ensuring the smooth and efficient functioning of municipalities. My expertise spans various facets of day-to-day operations, contributing significantly to the overall success and well-being of communities. By collaborating with department heads and staff, I focus on streamlining processes and improving operational landscapes. In line with my strategic leadership capabilities, I support city leadership in identifying critical priorities and implementing strategies that align with long-term goals, fostering sustainable growth and development. My current projects and accomplishments include:

- ❖ Mayor and Commission Office: Facilitating effective policy implementation and fostering transparent communication between city leadership and the community.
- ❖ Engineering Services: Directing infrastructure projects, urban planning initiatives, and development activities, ensuring alignment with sustainable growth objectives.
- ❖ Communication: Overseeing branding and communication strategies, creating, and delivering engaging content through multiple channels to maintain a positive public image.
- ❖ Strategic Planning: Identifying opportunities for continuous improvement by evaluating departmental processes, implementing best practices, and pursuing innovative solutions to enhance operational effectiveness.
- ❖ State and Federal Legislative Agendas: Working closely with government officials and stakeholders to advocate for the city's interests, secure funding, and shape beneficial policies.
- ❖ Development Services: Demonstrating versatile leadership while overseeing critical divisions, ensuring seamless operations, enhancing collaboration, and facilitating successful implementation of key initiatives.

- ❖ Collaborate with department heads and staff to streamline processes, improve operational landscapes, and implement strategic initiatives, including Standard Operating Procedures (SOP) assessment and updates.

With my wealth of experience and deep understanding of local government administration, I am dedicated to providing effective solutions that contribute to the successful operation of cities and the well-being of their communities.

## **ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR**

**City of Lauderdale Lakes, FL**

**July 2023 – June 2025**

As the Assistant City Manager, I play a pivotal role in ensuring the smooth and efficient functioning of all aspects of our municipality. My responsibilities encompass comprehensive support across various facets of day-to-day operations, contributing significantly to our community's overall success and well-being. This involves collaborating with department heads and staff to streamline processes and enhance the overall operational landscape. Part of my role consists of contributing to the development and execution of the city's strategic vision. I work closely with city leadership to identify critical priorities and implement strategies that align with our long-term goals, ensuring sustainable growth and development.

In addition to my overarching role in supporting the City Manager in all areas of the city's day-to-day operations, I also manage a dedicated department that serves as a hub for crucial functions within our municipality. This department encompasses the Mayor and Commission office, Engineering Services, Capital Improvement Projects, Public Works, Parks and Recreation and Communications, reflecting a comprehensive portfolio of responsibilities.

- ❖ **Leadership and Coordination:** As a strategic leader, I guide the Mayor and Commission office, facilitating effective policy implementation and fostering transparent communication between city leadership and the community.
- ❖ **Engineering Services Oversight:** Managing Engineering Services involves directing infrastructure projects, urban planning initiatives, and development activities, ensuring alignment with the city's sustainable growth and development objectives.
- ❖ **Communication:** I oversee the city's branding and communication strategies, guiding, creating, and delivering engaging content through multiple communication channels to maintain a positive public image.
- ❖ **Strategic Planning for Continuous Improvement:** Engaging in strategic planning, I identify opportunities for continuous improvement by evaluating departmental processes, implementing best practices, and pursuing innovative solutions to enhance overall operational effectiveness.
- ❖ **Public Works Management:** Overseeing the Public Works department to maintain and enhance the city's infrastructure, including roads, water systems, and public facilities, ensuring high-quality services and efficient resource allocation.
- ❖ **Parks and Recreation:** Managing the Parks and Recreation Department, I ensure the provision of diverse recreational opportunities, well-maintained parks, and engaging community programs,



contributing to the city's overall quality of life and fostering a strong sense of community engagement.

- ❖ **State and Federal Legislative Agendas:** I manage the city's state and federal legislative agendas. I work closely with government officials and stakeholders to advocate for the city's interests, secure funding, and shape policies that benefit our community and support our strategic objectives.
- ❖ **Development Services:** I exhibit versatility and exceptional leadership capabilities while overseeing five critical divisions: Building and Permitting, Housing, Planning and Zoning, Business Tax Receipt, and Code Enforcement. By effectively managing these areas, I ensure seamless operations, enhance collaboration, and facilitate the successful implementation of key initiatives across the department.

**ADMINISTRATIVE SERVICES DIRECTOR/ASSISTANT TO THE CITY MANAGER (ACTING ASSISTANT CITY MANAGER)**

**City of Lauderdale Lakes, FL**

**OCT 2015 – JULY 2023**

As an overall generalist in the city, my mission is to assist the City Manager in effectively implementing council policies, completing projects and fostering a culture of pride and dedication among employees. With my unwavering commitment and extensive experience, I have excelled in supporting the City Manager and have focused my efforts on various areas, including overseeing and managing Capital Improvement Projects, leading the Public Information Office, supervising Legislative Aides, enhancing community outreach, improving the city's public image, and strengthening the city's interaction with stakeholders. In my years of municipal government I've obtained experience in multiple departments within the organization.

- ❖ Successfully manage the Mayor and Commission Office, ensuring smooth operations and facilitating effective communication between key stakeholders.
- ❖ Provide oversight to the Public Works Department, Engineering and Construction Services, ensuring efficient and quality project delivery.
- ❖ Oversee the City Clerk's Office, maintaining accurate records and facilitating transparent governance processes.
- ❖ Manage the Public Information Office (PIO) and all aspects of public relations for the city, ensuring effective communication with residents and the media.
- ❖ Assist the City Manager with special projects, contributing to the successful execution of strategic initiatives ensuring their timely and successful completion.
- ❖ Demonstrate proficiency in managing grant reimbursements
- ❖ Coordinate and manage the State of the City Address.
- ❖ Implement comprehensive overhauls of internal operating policies, resulting in improved operational and administrative efficiencies throughout the organization.

**EXECUTIVE ADMINISTRATOR TO THE CITY MANAGER**  
**City of Opa-locka FL.**

**JULY 2013 – OCT 2015**

Collaborated with the City Manager to oversee the day-to-day operations of all city departments, ensuring smooth functioning and efficient service delivery. Acted as a reliable gatekeeper, providing effective and productive support to government officials at all levels (City Manager, City Commission, Directors, and residents).

- ❖ Managed and directed the utilization of Community Development Block Grant (CDBG) funding, including project management and grant proposal writing.
- ❖ Co-drafted the Community Challenge Grant, securing a \$1 million planning grant from HUD, which facilitated the update of the City's Comprehensive Plan.
- ❖ Received national recognition from the HUD Secretary for achieving the Community Challenge Grant, working in partnership with a local non-profit organization.
- ❖ Handled confidential matters within the Human Resources Department, ensuring sensitivity and professionalism in dealing with sensitive employee-related issues.
- ❖ Participated on the hiring panel for the City of Opa-locka, contributing to the selection of qualified candidates for various positions within the organization.
- ❖ Assisted the Community Development Department in implementing the Certificate of Use Program, establishing streamlined processes and effective controls that yielded fiscal benefits for the City.

**SENIOR SUPERVISOR FISCAL ANALYST (2007-2013)**  
**State of Florida Probation and Parole**

**JULY 2008 – JUNE 2013**

During my tenure, I played a vital role in assisting the State Circuit by recovering and distributing funds that were incorrectly assigned through restitution payments and judgments. I diligently monitored all actions with a fiscal impact on the Circuit, achieving a remarkable success rate of 95.9% throughout my years in the department.

- ❖ Manage and monitor cell phones usage for probation officers
- ❖ Manage and approve travel vouchers for probation officers
- ❖ Part of the Special Recovery Team
- ❖ Implement all Court Orders as assigned by the Judge
- ❖ Provided training within the Circuit
- ❖ Receive and Document all restitution and supervision payments, prepared bank deposits, controlled inventory, and maintained equipment and technology
- ❖ Submit monthly report to my supervisors OP27, OP28, E1.
- ❖ Fingerprint and interview incoming high and medium risk offenders
- ❖ Assisted Officers and supervisors in the Circuit with the COPS report with a proven track record of a 94% decrease on all reports.

## EDUCATION / CERTIFICATION

- ❖ **Master's in Public Administration**, Barry University, Miami, Florida (Dec 2020)
- ❖ **Bachelor of Arts in Public Administration**, Florida International University (FIU), Miami, Florida (December, 2011)
- ❖ **Associates of Arts in Public Administration**, Miami Dade College, Miami, Florida (May 2009)
- ❖ **Green Belt**, Six Sigma Project Training

### Professional Memberships

- ❖ INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION (**ICMA**)
- ❖ FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION (**FCCMA**)
- ❖ BROWARD COUNTY AND CITY MANAGERS ASSOCIATION (**BCCMA**)
- ❖ NATIONAL INFORMATION OFFICERS ASSOCIATION (**NIOA**)
- ❖ FLORIDA MUNICIPAL COMMUNICATORS ASSOCIATION (**FMCA**)
- ❖ GOVERNMENT SOCIAL MEDIA (**GSMCON**)
- ❖ LOCAL GOVERNMENT HISPANIC NETWORK (**LGHN**)

## *PROFESSIONAL REFERENCES*

Kelvin Baker, Deputy City Manager  
City of Miramar  
Klbaker@miramarfl.gov  
(305)335-9174

Howard Brown, Consultant  
Former City Manager  
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Maqsood Mohammad Nasir, PE, City Engineer, CIP Director  
City of Lauderdale Lakes  
Mdnasir91@gmail.com  
(754)248-1004

Treasa Brown Stubbs, Former City Manager  
City of Lauderdale Lakes  
Treasastubbs23@gmail.com  
(954) 815-3362

Gregory Salters, Former Assistant Police Chief  
City of Fort Lauderdale  
drgregorysalters@gmail.com  
(954) 214-7960

Mayor and Members of the City Council

City of Westlake

Westlake, Florida

Dear Mayor and Council Members,

I am pleased to submit my application for the position of City Manager / Chief Administrative Officer in the City of Westlake. With more than 30 years of progressive municipal leadership experience, including City Manager, Deputy City Manager, and Assistant City Manager/Chief Innovation Officer, I offer a strong record of fiscal management, strategic growth planning, and community partnership aligned with Westlake's vision for efficient and innovative governance.

As City Manager for Peachtree City, I led a full-service organization of 300 employees and 38,000 residents, managing a \$51 million operating budget, a \$64 million capital plan, and \$26 million in reserves. I advanced infrastructure and economic development initiatives while ensuring transparency, accountability, and collaboration across all departments.

Previously, as Deputy City Manager and Chief Innovation Officer for Coral Springs, I oversaw a significant portion of the city's \$350 million budget and led modernization projects that improved efficiency and service delivery, including an ERP transformation and major public safety technology upgrades.

Westlake's "government light" model reflects my own approach: lean operations, strong partnerships, and data-driven decisions. I have successfully secured state and federal appropriations, leveraged state and federal lobbyists, built effective intergovernmental relationships, and led teams that deliver measurable results for residents and stakeholders.

I would be honored to bring my leadership experience, technical insight, and commitment to excellence to Westlake's continued growth. Thank you for your consideration.

Sincerely,

*Robert Curnow*

Robert Curnow, MPA, PMP, CISSP

# ROBERT CURNOW, MPA, PMP, CISSP

Coconut Creek, FL

954-448-8356 ✦ [Robert.curnow@gmail.com](mailto:Robert.curnow@gmail.com)

**PUBLIC & MUNICIPAL ADMINISTRATION ✦ STAFF LEADERSHIP ✦ PROJECT & PROGRAM MANAGEMENT**

*Government Operations ✦ Strategic Planning ✦ Relationship Building*

Accomplished Public Executive with a proven record of leading complex municipal operations, driving fiscal accountability, and advancing strategic community growth. Experienced in executive leadership, IT modernization, and project delivery that supports government efficiency and transparency. Skilled in securing state and federal appropriations, managing multi-million-dollar budgets, and fostering collaboration among elected officials, developers, and community stakeholders. Holds a Bachelor's Degree in Information Technology and a Master of Public Administration from Barry University, combining technical insight with public sector leadership to deliver measurable results.

## PROFESSIONAL EXPERIENCE

**Texas A&M University Texas A&M Engineering Extension Service (TEEX)**  
**Business and Cyber Solutions ✦ 07/01/2025 – Present ✦ Adjunct Cybersecurity Professor**

Deliver FEMA-sanctioned National Emergency Response and Recovery Training (NERRTC) nationwide, focusing on cybersecurity, disaster recovery, critical infrastructure, and physical security. Trained diverse public, private, and military audiences to strengthen organizational resilience.

- Delivered National Emergency Response and Recovery Training (NERRTC) nationwide, providing instruction on cybersecurity, disaster recovery, critical infrastructure, natural disasters, and physical security.
- Facilitated FEMA-based and sanctioned curriculum for public sector, private sector, and military audiences, ensuring compliance with national standards.
- Supported organizational resilience by training participants across multiple states, enhancing preparedness for all-hazard incidents.
- Recognized for professional delivery, subject matter expertise, and the ability to translate complex concepts into actionable strategies.

**City of Fort Lauderdale Police Department ✦ 11/25/2024 – Present ✦ Public Safety Technology Manager**

Serves as the agency subject matter expert for technology related to Police, Fire, and Emergency Management. Strong focus on cybersecurity, infrastructure integrity, project management, while working as a liaison to City IT as it relates to shared responsibilities of network systems and applications.

- Provide strategic direction to assist with technology deployments in the Public Safety department.
- Maintain the Confidentiality, Integrity, and Availability of sensitive Police and Public Safety Data on systems meeting strict regulatory requirements.

- Heavy focus on project management on major projects ranging from construction of a new Police Headquarters, replacement of the Records Management System (RMS), and P25 radio replacement.
- Provides guidance to Police Command Staff on emerging technologies and to the compliance of existing platforms to the Criminal Justice Information Systems (CJIS) and data integrity of Criminal Justice Information (CJI).
- Strategic partner with Police, Fire, and Emergency Management as it relates to the Emergency Operations Center, Police Command Center, and to the technology deployed that supports mission critical responses from Public Safety.

**Broward County Water and Wastewater Services ✦ 04/29/2024– 11/25/2024 ✦ Director of Operational Technology**

Direct and lead a team of IT professionals on the integration, maintenance, and support of Broward County's automated water and wastewater treatment processes SCADA. Responsible for the 24x7 functionality of technology to support the operations division through networked devices, wireless devices, radio connected devices (RF), cybersecurity, and other specialized technology that governs plant process controls.

- Serve as the project manager for the integration of new technology implementations and act as the subject matter expert with computer hardware, software, security, and the policies and procedures of their use.
- Provide leadership and direction to a team of 5 highly skilled programmers and technical staff on the development of processes and controls for a highly secure networked environment.
- Developed a detailed set of cybersecurity policies following the NIST guidelines on critical infrastructure in effort to comply with Florida State Statute 282.318 Cybersecurity.
- Maintain the confidentiality, integrity, and availability of data and systems contained within the operations division SCADA environment using various industry security standards and practices.

**The City of Peachtree City ✦ 01/03/2023 – 4/29/2024 ✦ City Manager**

Providing executive and administrative leadership to a full-service city of 38,000 residents. Manage and maintain the daily operations of a local municipality including Police and Fire service, Information Technology, Finance and Budget, Public Works, Recreation and Events, and Planning and Zoning. Executive leadership of 12 Department Directors and a city council of five elected officials. Maintain continuity of operations as determined by city charter, council policy, and city ordinance.

- Direct all aspects of local government with 300 employees and 38,000 residents. Provide premier services to a diverse population while facilitating policy and action from an elected body.
- Manage all aspects of a \$51M city budget to include an additional \$64M local option sales tax capital improvement plan and a reserve balance of \$26M. Direct and oversee all city spending, managing expectations for the 5-year strategic plan and appropriate project to fiscal year budget forecast.
- Provide executive leadership to 16 department heads, as well as coaching and development of a leadership development plan for the city's future leaders.
- Provided executive leadership and collaboration with the Public Safety officials (Police and Fire\EMS).
- Interact and lead public conversations with groups and committees, run and facilitate structured council meetings and workshops, as well as being the primary point of contact of city business to the elected officials and other parties as needed.

**The City of Coral Springs ✦ 12/2019 – 12/31/2022 ✦ Deputy City Manager**

Provide executive leadership and direction to critical departments of the city, including 1000 employees and 135,000 residents. Manage the operations of critical departments within the city as they relate to the vision, mission, and core values of the City of Coral Springs.

- Provide guidance, innovation, and direction to evolve new business practices that will allow new development and redevelopment to flourish within the city.
- Assist in defining key intended outcomes that are based on the goals of the strategic plan as identified and adopted by the city commission.
- Provide budget and financial oversight to critical departments with efforts to define master plans for infrastructure (Water\Sewer\Streets), codes and ordinances, and the timing of short, mid, and long-term infrastructure projects. Within the total \$350M city budget.
- Develop, analyze, and prioritize components of the city budget to include strategic plan initiatives, business plan initiatives, and capital/operating budgeting.
- Project Manager and Project Sponsor of a city-wide enterprise resource planning (ERP) project that replaced the core financial, HR, Recruiting, and purchasing applications used in the city.

**The City of Coral Springs ✦ 10/2018 – 12/2019 ✦ Assistant City Manager\Chief Innovation Officer**

Provided executive leadership and direction for multiple departments within the city to orchestrate collaborative team engagement as it aligns with the city's vision, mission, and core values. The city employees over 1000 and employees and services 135,000 residents in a full-service city.

- Provided planning, direction, and oversight to the operations of a full-service city with an emphasis on customer service, capital budgeting, contract management, and the organization of multiple city projects.
- Delivered exceptional project and organizational change management expertise on new and existing development within the city.
- Promoted a positive and collaborative work environment that develops and empowers staff, while embracing innovation that will allow the city to realize its strategic priorities.
- Managed large-scale project initiatives, which include capital projects of new construction, 911 CAD system conversions, Enterprise Resource Planning (ERP) conversions, as well as the relocation of our Charter School.
- Directed and oversee city-wide innovation and programming aimed at influencing and engaging employees at all levels of the organization to reframe and streamline their operations.
- Responsible for city-wide logistics as the Section Chief on the incident command board for emergency management.

**The City of Coral Springs ✦ 10/2016 – 10/2018 ✦ Director of Information Technology\Chief Innovation Officer**

Provide executive oversight regarding strategic and operational city plans and business needs for city departments. Prepare and present written and verbal reports to senior staff, department directors, and elected officials on the development, procurement, budget, and acquisition of emerging technologies. Define policies and procedures for management and establish consistent communications and training to the business units in the city ensuring the effectiveness of the technology programs being implemented. Lead technology innovations.



- Forge essential relationships with all business units of the city, ensuring flawless process continuity, change management, and project implementation with budgets of up to \$4.6M.
- Delivered critical Cyber Security methodology city-wide to ensure city data was protected and secured from various cybercrime actors.
- Provided consistent and reliable technology throughout the organization to eliminate the doubling of efforts by departments, while maintaining a reliable and common application set across the city to better serve our residents and maintain consistent public records.
- Champion stakeholder involvement through a structured, heavily researched methodology to meet modern business needs, while elevating community rapport.
- Direct the technology operations of the 911 communications system including CAD\RMS\MDT\AVL and P25 Radio interfaces for Police, Fire, and Rescue services.

#### **The City of Coral Springs ✦ 02/2012 – 10/2016 ✦ Infrastructure Manager**

Directed citywide technology infrastructure and innovation initiatives with a focus on public safety, resilience, and operational efficiency. Provided executive leadership on IT strategy, procurement, and compliance with CJIS, NIST, and industry standards. Oversaw large-scale system upgrades and conversions that strengthened Police, Fire, and Emergency Management operations. Led a diverse infrastructure team, driving high performance, mentoring staff, and delivering mission-critical projects that improved service delivery, continuity of operations, and community resilience.

- Recognized Subject Matter Expert (SME) providing executive leadership and trusted recommendations on technology and public safety initiatives, ensuring compliance with CJIS, NIST, and industry best practices.
- Directed large-scale technology upgrades and conversion projects that enhanced Police, Fire, and Emergency Management capabilities, aligning innovation and resident-facing services with continuity of operations and resilience.
- Strengthened team performance and retention through structured evaluations, mentoring, and targeted training while managing the implementation of complex systems supporting emergency response and citywide operations.
- Partnered with public safety and municipal departments to assess operational needs, guide strategic project decisions, and deliver IT solutions that improved service delivery and incident response.
- Led training and change management for staff and end-users on emerging technologies, building awareness of cyber and operational risks while improving efficiency, preparedness, and customer service.

#### **Broward County Water and Wastewater Services ✦ 06/2008 – 02/2012 ✦ Systems Network Analyst**

Managed the support and service desk operations. Supervised TI/TII technical staff while maintaining effective customer relations. Provided first-call resolution by employing advanced troubleshooting. Provided systems administration, monitoring, and maintenance of a Windows Active Directory infrastructure hosted in a virtualized platform. Managed server infrastructure, performance, and reliability of applications used by the Water and Wastewater Division.

- Led the deployment of workstations and servers with large-scale deployment tools, set up Cisco IP Telephony, analyzed and assessed the needs of the customer base, and made technology recommendations.
- Exceeded all expectations as liaison with County vendors (Dell\Cisco) on project implementations, developing and defining integrated solutions across entire project lifecycles.
- Provided disaster recovery, business continuance, and data security for a critical infrastructure consisting of multiple SCADA systems used in water/wastewater treatment, developing all related policies and procedures.

- Utilized in-depth knowledge of Microsoft Windows, Active Directory, and system monitoring for auditing purposes and daily public utility operations; led plans for the strict and continuous enforcement of policies.
- Improved methods to support all physical and virtual network and server environments by applying needed updates and migration paths; planned and consulted on modifications and upgrades to the systems as needed.
- Managed the Staff of the Service Desk as well as the front-line service technicians for the County.

### **The City of Fort Lauderdale Police ✦ 06/2000 – 06/2008 ✦ Systems Administrator**

Maintained the confidentiality, integrity, and availability of data contained within a Microsoft Windows active directory infrastructure that supported an emergency 911 system. Administered the server infrastructure that was the foundation of the records management system (RMS), jail management system (JMS), and computer-aided dispatch system (CAD), including sensitive data stored in the Police department's evidence management system (EMS). Supported the mobile data and mobile video initiatives. Installed/configured GPS locators, Motorola microwave radio equipment, and laptops.

- Developed comprehensive security governance practices that ensure constant compliance with regulatory and auditing agencies such as the FBI, FDLE, and CJIS.
- Originated tailored IT security standards and computer use policies that dictated acceptable use of city and Police electronic devices; maintained compliance to SOPs/Policies and reported analytics to the accreditation department.
- Maintained numerous secure data connections to other local, State, and Federal Police agencies, and provided multiagency security standards concerning the securing of data for investigatory use.
- Oversaw the physical security infrastructure based on the Police agency's security standards, including CCTV camera systems, ID badge systems, and proximity card reading systems.
- Managed the operations of the service desk and staff to include a call center for 24x7 Police Operations of a 911 system.

### **EDUCATION**

**Barry University** – *Master of Public Administration*

**Barry University** – *Bachelor of Science, Information Technology*

### **ADDITIONAL CREDENTIALS**

#### **Organizational:**

Project Management Professional (PMP)  
PROSCI Change Management Practitioner  
ITIL V.3 Foundation – Change Management  
Certified Government Chief Information Officer (CGCIO)

#### **International City Managers Association**

ICMA Credentialed Manager Candidate

#### **Technology and Security:**

Certified Information Systems Security Professional (CISSP)

#### **Emergency Management CERTIFICATIONS**

FEMA 100, 200, 300, 400, 700, 800

**Robert Curnow**  
Coconut Creek, FL  
robert.curnow@gmail.com | 954-448-8356

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## **Professional References**

**The Honorable Mayor, Kim Learnard**  
The City of Peachtree City  
770-826-6707  
[klearnard@peachtree-city.org](mailto:klearnard@peachtree-city.org)

**Ted Meeker**  
City Attorney  
Summer\Meeker Law Offices  
770-714-5122  
[Tedmeeker@summermeeker.com](mailto:Tedmeeker@summermeeker.com)

**Dr. Teaa Alston-Bing**  
Director of Human Resources  
The City of Peachtree City  
678-739-1639  
[tea.allston@gmail.com](mailto:tea.allston@gmail.com)

**Stephen Dyer**  
Chief Information Officer  
The City of Coral Springs  
954-798-2604  
[sdyer3@bellsouth.net](mailto:sdyer3@bellsouth.net)

**Moise Pierre-Louis**  
Chief Information Officer  
The City of Sunrise  
954-303-9689  
[cybermo@gmail.com](mailto:cybermo@gmail.com)

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# MICHAEL K. GENDILL

5755 Velvet Court, Colorado Springs, Colorado 80918  
(303) 641.8251 Email: mgendill@gmail.com

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October 20, 2025

Hon. JohnPaul O'Connor, Mayor  
Distinguished City Council  
City of Westlake  
4001 Seminole Pratt Whitney Road  
Westlake, Florida 33470

Re: City Manager/Chief Administrative Officer posting.

Dear Mayor O'Connor and Distinguished City Council:

As highlighted in the Harvard Business Review article "Do Lawyers Make Better CEOs than MBAs" (Aug. 24, 2017), attorneys with leadership roles consistently demonstrate the skills and judgment needed to excel as executive officers. With 22 years of strategic legal advisory experience and as a former police lieutenant, I bring a unique combination of executive leadership, extensive municipal governance expertise, and proven results in driving large-scale economic and community development initiatives. I would be honored to contribute these skills as your next City Manager/Chief Administrative Officer.

In my most recent position as lead airport counsel for the City of Colorado Springs, I played a central role in executive-level decision-making and airport administration. My contributions extended well beyond legal counsel into strategic leadership. For example, I helped transform the airport from a small hub organization into a dynamic economic driver by personally handling more than 5.4 million square feet of complex real estate and infrastructure development; resolving the many barricades associated with a municipal government acting as a private developer; and successfully navigating highly complex issues related to real estate development, construction, and financing. These efforts have produced more than 6,000 new jobs, \$100 million in new infrastructure funded without taxpayer impact, the creation of a nationally recognized airport business development model that continues to generate unprecedented growth, and the creation of a new, top performing economic development composition for Colorado Springs. As a result, the airport now contributes over \$5.2 billion annually to Colorado's economy and has achieved international service status, enhancing Colorado Springs' standing in both domestic and global markets.

I pride myself on a collaborative, "strategic doing" leadership style; fiscal responsibility; and producing long-term community benefits. My background as an executive-level municipal attorney and former police lieutenant provides a rare blend of legal, operational, and leadership expertise, giving me a deep understanding of municipal operations, the ability to balance organizational priorities with diverse stakeholder needs, and a proven track record of developing and carrying out strategic planning goals.

I welcome the opportunity to discuss how my track record and qualities will support Westlake's strategic goals and enhance the quality of life for its residents. I look forward to speaking with you further.

Best wishes,

*Michael K. Gendill*

**MICHAEL K. GENDILL**

5755 Velvet Court, Colorado Springs, Colorado  
Telephone: 303.641.8251 | Email: [mgendill@gmail.com](mailto:mgendill@gmail.com)

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**City Manager/Chief Administrative Officer**  
**City of Westlake, Florida**

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**Qualifications Profile**

- Accomplished municipal government strategic legal advisor and former police lieutenant uniquely qualified to lead complex municipal organizations. Offering 22 years of legal practice experience focused on a broad spectrum of municipal government, business, and municipal home rule matters. Proven leadership in overseeing all legal affairs for the Colorado Springs Airport, a multifaceted, multi-million-dollar business of the City of Colorado Springs supporting over 500,000 residents.
- Proven visionary serving as a strategic partner on time critical business matters and municipal corporate stewardship to executive-level team members with an emphasis on long-term sustainability. Proven ability to build collaboration among diverse stakeholders, driving exceptional outcomes such as transforming the Colorado Springs Airport from a small hub into a dynamic economic driver and shaping a new economic development composition for the City of Colorado Springs.
- Proven leader and collaborator with extensive experience guiding regulatory, budgeting, and financing matters associated with highly complex economic development projects. Proven expertise in guiding organizational risk management and federal regulatory compliance associated with municipal corporate governance and policy matters. Recognized expertise in negotiating and resolving disputes associated with highly complex vertical and infrastructure construction transactions, engineering and consulting contracts, government procurement, and P-3 agreements.
- Proven strategic leadership qualities in developing, drafting, and implementing organizational primary governing documents and policies, ensuring legal compliance and operational effectiveness; spearheading the preparation, drafting, and presentation of regulatory, zoning, and land use ordinances to City Council; and shaping long-term policy frameworks and enabling sustainable airport and community growth all balanced with organizational strategic goals and diverse stakeholder interests.
- Possess strong business acumen complemented by a "strategic doing" approach to the accomplishment of organizational strategic goals. Powered with a blend of formal supervisory experience and broader leadership expertise, strengthened by guiding teams through influence—earning followership not out of obligation, but through trust and respect.
- Powered with (i) thoroughly deliberate and independent judgment, including exemplary decision-making capability aptitude; (ii) strong values in developing/maintaining respectful, collaborative work environments and highly effective teams; and (iii) a strong entrepreneurial spirit.
- Highly organized and able to manage multiple demanding workstreams simultaneously.

**MICHAEL K. GENDILL**

5755 Velvet Court, Colorado Springs, Colorado  
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**Professional Experience**

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Office of the City Attorney, Colorado Springs, Colorado  
**Senior Attorney – Corporate Division (Airport), 2013-2025**

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Extensive experience serving a multi-faceted role as an executive-level legal counsel for the Colorado Springs Airport, working hand-in-glove with City's elected officials, Officers, and Director teams to advance the City's and airport's full organizational and functional potential. Trusted strategic business advisor central to shaping, implementing, and stewarding long-term strategic planning goals and the overall vision of the City and its airport. Proven track record developing strategies and engaging diverse stakeholders—including airlines, developers, community leaders, contractors, and government officials—on a broad spectrum of highly complex business matters impacting the City and its airport.

Demonstrated successful strategic oversight and management of all airport legal affairs, including (i) all organizational and operational risks, regulatory compliance, revenue use compliance matters, and corporate governance matters; and (ii) the entire life cycle of all airport transactional matters. Extensive experience developing innovative approaches to (i) resolving highly complex project budget, financing, and associated regulatory issues; (ii) developing, negotiating, drafting, and resolving disputes related to business transactions associated with highly complex commercial real estate transactions and construction in the airport's business park and general aviation sectors (over 7,800 acres with over 5,400,000 square feet of development personally handled, including complex purchase/sale contracts, complex leasing, deed/deed restriction creation, LOIs, SNDAs, estoppels, development agreements, land use matters, title review, and special district matters). Demonstrated expertise, oversight, and management of (i) complex CMaR and design/build construction contract drafting, negotiation, and project/contract closeout; and (ii) complex, multi-disciplinary commercial and government contracts drafting/negotiations (including highly complex multi-organizational airline contracts, consulting/engineering agreements, public contracting matters (RFPs/RFQs/Bids), Federal AIP Grant agreements, nondisclosure agreements, P-3 agreements, service/vendor agreements, marketing, and IT contracts). Proven skills leading collaboration efforts with consultants and key stakeholders to resolve environmental issues/concerns associated with airport operations and development. Administered compliance and oversight over all airline incentive program efforts. Administered compliance and oversight over all Federal grant conditions and regulations.

Achieved exceptional results analyzing/interpreting proposed legislation and regulations while simultaneously leading collaboration efforts with City and airport lobbyists, elected officials, and trade organizations to shape policy positions, draft formal comments, and develop strategic responses that advanced the City's and airport's interests. Successfully developed, drafted, and acted as a liaison for implementing governing ordinances, rules, regulations, standards, and policies. Provided expert advice on and oversight of compliance with all municipal governing regulations such as the U.S. and State Constitutions, relevant statutes, City Charter, and governing ordinances and administrative regulations. Provided oversight and expert advice on insurance policies and liability coverage, all airport open records request matters, and all airport security compliance matters.

## MICHAEL K. GENDILL

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Provided oversight of all legal affairs for the Airport's Advisory Commission, "Sunshine Law" compliance, zoning/land use matters presented to the Commission, and ethics matters. Coach/mentor and train all airport employees on a broad spectrum of corporate risk, compliance, ethics, government processes, and general legal matters. Coach/mentor younger attorneys learning "airport law". Effectively managed outside legal counsel and consultant's work and associated budgets.

Successfully litigated complex commercial claims, construction claims (e.g. contract disputes, equitable adjustments, construction defect, warranty/surety matters, and differing site conditions), legislative challenges, real estate actions, land use matters; product liability; personal injury; C.R.C.P. 106/administrative claims, and 42 U.S.C. § 1983 actions. Acted as the legal advisor to the Mountain Metro Transit System, City Clerk, and Information Technology ("IT") Department, providing legal advice on (a) general municipal corporate governance matters; (b) business licensing issues; (c) assessing, drafting, and amending licensing ordinances and administrative rules; (d) negotiating software licenses, including SaaS licenses; and (e) creating IT security policies and working with the City's IT security team to prevent the breach of City data and ensure compliance with State regulations related to securing personal identifying information.

### Key Achievements:

- Leveraged a combination of visionary and legal expertise to successfully navigate the many local and Federal legal barriers associated with the airport acting as a private developer of its business park, thereby paving the way for significant industrial development, office building development, general aviation development, retail development, and hotel development.
- Successfully negotiated and closed several high-profile, complex real estate transactions with fortune 50 and 500 entities, Fixed Base Operators, portfolio investors, and 501(c) organizations to bring in hundreds of acres of new development and jobs to the airport.
- Lead efforts with the airport's executive team, Federal Aviation Administration, and private airlines to develop incentives and negotiate agreements that – in an unstable market - increased enplanements to record numbers and opened the door for the airport to achieve international air service status.
- Positioned the airport for successful recovery of monetary damages resulting from a catastrophic fire that damaged three floors of the terminal building. Additionally, developed and negotiated complex design/build construction contract documents for the repairs to the airport terminal building. Successfully resolved disputed contractor invoices and claims for equitable adjustment.
- Guided City executives and the Airport Advisory Commission in developing new (i) airport overlay districts, (ii) land use ordinances, (iii) zoning ordinances, and (iv) updating the Airport Master Plan and Airport Layout Plan.
- Achieved successful appellate court rulings in (i) *Colorado Springs Citizens for Community Rights v. City of Colorado Springs, et al.*, 360 P.3d 271 (Colo.App. 2015); and (ii) *Contract Management d/b/a U.S. Roads v. City of Colorado Springs*, 2015CA671.

## MICHAEL K. GENDILL

5755 Velvet Court, Colorado Springs, Colorado  
Telephone: 303.641.8251 | Email: [mgendill@gmail.com](mailto:mgendill@gmail.com)

The Gendill Law Firm, L.L.C., Denver, Colorado

### Member-Manager, 2010-2012

Aided clients in resolving wealth transfer and tax issues by providing effectual estate planning representation focusing on easy-to-understand planning/design processes. Applied innovative approaches in developing and enforcing all litigation, discovery, settlement, and trial strategies defending personal injury claims assigned by insurance adjusters. Acted as lead representative of individuals in landlord-tenant related matters and drafting lease agreements.

#### Key Achievements:

- Positioned the law firm for growth by making individuals with smaller estate planning needs the focal point of business, enabling the business to expand other practice areas with current clients and their colleagues.
- Increased organizational revenue by successfully expanding business through seminars and networking with financial advisors, insurance agents, charity organizations, and other professionals.
- Received and handled case assignments from Young America Insurance Company by forming key business partnerships.
- Maximized client base by delivering pro bono services related to small claims matters, focused on community service.

Senter, Goldfarb, & Rice, L.L.C., Denver, Colorado

### Senior Attorney, 2004-2010

Mastered expertise in designing and implementing strategies for litigation/trial, discovery, and mediation/settlement of all assigned files. Managed approximately 70 active lawsuits at a time with emphasis on defending complex litigation claims related to commercial litigation, construction/design defects, product liability, premises liability, personal injury, and wrongful death claims. Demonstrated expertise in rendering legal representation to the insurance industry and self-insureds. Exemplified talent in drafting insurance coverage opinions as well as legal evaluations related to problematic and/or unclear law or local court opinions; organized and facilitated legal update seminars for insurance adjusters. Utilized analytical approaches in promptly resolving specific legal issues encountered by insurance company, corporate executives, and employees.

#### Key Achievements:

- Successfully achieved positive results to complex, multi-party litigation by proactively building strong coalitions and goal-oriented teams within the law firm.
- Generated referrals and repeat business by providing exemplary specialized services to insurance carriers, including coverage analysis, coverage litigation, and bad faith defense.
- Identified and brought new business opportunities, such as requests for contract drafting for corporate clients, company risk management, individual estate planning, and requests for representation in personal injury matters; gained client trust and support, utilizing outstanding interpersonal and communication skills.



**MICHAEL K. GENDILL**

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 Telephone: 303.641.8251 | Email: [mgendill@gmail.com](mailto:mgendill@gmail.com)

Godin & Baity, L.L.C., Denver, Colorado

**Associate Attorney, 2003-2004**

Provided legal representation to the insurance industry, with an emphasis on defending complex construction/design defect claims. Successfully defended lawsuits filed against real estate developers involving structural failures resulting from alleged improper design, swelling soils, slope instability, geologic hazard zones, and inadequate drainage. Defended multiple claims related to product defects and violations of Colorado's Uniform Commercial Code.

**Earlier Experience**

Bethel Police Department, Bethel, North Carolina

**Detective-Lieutenant, 1992 -1998**

Earned distinction for notable performance and achievements. Received the Officer of the Year Award (1995). Displayed strong leadership skills and sound judgment in directing complex felony investigations; managed internal risks by drafting department policies. Optimized the investigations division function and efficiency through creation of a capital improvement program in collaboration with the town manager. Developed plans and provided oversight, coordination, and execution of safety and security measures for special events and emergency situations.

**Professional Bar Licensures, Critical Training, and Memberships**

Colorado Bar (2003) | North Carolina Bar (2012)(inactive) | United States District Court, District of Colorado Bar (2004)

Participation in the Center for Creative Leadership Development Program | Participation in the NITA – Building Trial Skills program

A.A.A.E., Affiliate Member

**Education**

Western Michigan University – Cooley Law School, Lansing, Michigan

**Juris Doctor**

Graduated **cum laude** | Dean's List | Honor Roll  
 Certificate of Merit in Business Organizations | Member of the Moot Court Board

University of Mount Olive, Mount Olive, North Carolina

**Bachelor of Science in Criminal Justice**

**MICHAEL K. GENDILL**

5755 Velvet Court, Colorado Springs, Colorado  
 Telephone: 303.641.8251 | Email: [mgendill@gmail.com](mailto:mgendill@gmail.com)

**Professional References**

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|---|---|
| <p>Troy Stover<br/>         Director of Business Park Development<br/>         Colorado Springs Airport<br/>         30 South Nevada Street, Suite 600<br/>         Colorado Springs, Colorado 80901<br/>         (C) 719-238-0398<br/> <a href="mailto:Troy.Stover@coloradosprings.gov">Troy.Stover@coloradosprings.gov</a></p>                      | <p>Jessie Kimber<br/>         Director of Economic Development<br/>         City of Colorado Springs<br/>         30 South Nevada Street, Suite 600<br/>         Colorado Springs, Colorado 80901<br/>         (O) 719-385-5955<br/> <a href="mailto:Jessie.kimber@coloradosprings.gov">Jessie.kimber@coloradosprings.gov</a></p> |
| <p>Col. James ("Jim") Lovewell (Ret.)<br/>         Assistant Airport Director<br/>         Colorado Springs Airport<br/>         7770 Milton E. Proby Boulevard, Suite 50<br/>         Colorado Springs, Colorado 80916<br/>         (C) 719-661-7402<br/> <a href="mailto:Jim.Lovewell@coloradosprings.gov">Jim.Lovewell@coloradosprings.gov</a></p> | <p>Garrett Baum<br/>         Owner/Member-Manager<br/>         Urban Frontier, LLC<br/>         1515 Market Street, Suite 200<br/>         Denver, Colorado 80202<br/>         (C) 303-884-7300<br/> <a href="mailto:gbaum@urbanfrontier.com">gbaum@urbanfrontier.com</a></p>   |
| <p>Michelle McDonald, Esq.<br/>         MDH Law Group, LLC<br/>         1001 Bannock Street, Ste. 124<br/>         Denver, Colorado 80204<br/>         (O) 720-227-0602<br/> <a href="mailto:mmcdonald@mdhlawgroup.com">mmcdonald@mdhlawgroup.com</a></p>   | <p>Kevin Keith<br/>         Community Planner<br/>         FAA ADO – Denver Region<br/>         26805 East 68<sup>th</sup> Avenue, Suite 224<br/>         Denver, Colorado 80249<br/>         (C) 720-201-6465<br/> <a href="mailto:Kkeith24@gmail.com">Kkeith24@gmail.com</a></p>  |

# JASON R. GOLDSTEIN, MPA, CPM

Alexandria, VA • (571) 572-9484

[goldstein.r.jason@gmail.com](mailto:goldstein.r.jason@gmail.com) • [LinkedIn Profile](#)

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November 3, 2025

Attn: Odet Izquierdo  
Acting City Clerk  
City of Westlake  
4001 Seminole Pratt Whitney Road  
Westlake, FL 33470

Dear Ms. Izquierdo:

Since my wife and I are seeking to return to Palm Beach County, we were excited to learn about the available Westlake City Manager position (Reference#: CM10082025). I believe my 20 years of relevant executive management experience in the public sector, including municipal government, will provide the high-quality service needed to support the City Council and the residents it serves.

I currently serve as the Assistant Village Manager/Chief Innovation Officer at the Village of Friendship Heights in Chevy Chase, Maryland, where I manage the parks, planning and development, emergency management, citizen engagement, and information technology departments. I also manage outsourced services with numerous vendors and contractors, as well as secure state and federal grants and appropriations.

In addition, I have advanced policies through effective coalition building, negotiated agreements, developed public-private partnerships, and created impactful messaging for internal and external stakeholders. These efforts required sound political judgment, a strong understanding of legislative and regulatory processes, and the application of excellent analytical, negotiation, and organizational skills. Throughout my career, I have maintained an unwavering commitment to ethics, transparency, and integrity.

I am confident that my qualifications, including a Master of Public Administration from New York University and a Certified Public Manager designation, will allow me to make significant contributions to Westlake's ongoing success. Please find my resume attached for your review. Thank you very much for your time and consideration. I look forward to hearing from you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'JR Goldstein', with a stylized flourish at the end.

Jason R. Goldstein

# JASON R. GOLDSTEIN, MPA, CPM

Alexandria, VA • (571) 572-9484

[goldstein.r.jason@gmail.com](mailto:goldstein.r.jason@gmail.com) • [LinkedIn Profile](#)

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## EXECUTIVE SUMMARY & SKILLS

Innovative, energetic, and highly motivated leader with reputable communication skills. Demonstrated experience in developing and managing budgets up to \$50 million and related financial management activities. Successfully led up to 175 FTE and PTE. Proven expertise in operations management, infrastructure development, strategic planning, project management, community relations, innovation, and media relations. Possess an unwavering commitment to employing integrity, honesty, diplomacy, and transparency.

- |                       |                             |                               |
|-----------------------|-----------------------------|-------------------------------|
| ✓ Strategic Planning  | ✓ Operations Management     | ✓ Financial Management        |
| ✓ Contract Management | ✓ Project Management        | ✓ Policy Planning             |
| ✓ Community Relations | ✓ Human Resource Management | ✓ Intergovernmental Relations |
| ✓ Communications      | ✓ Organizational Leadership | ✓ Grants and Appropriations   |

## RELEVANT LOCAL GOVERNMENT EXPERIENCE

6/2022 – **VILLAGE OF FRIENDSHIP HEIGHTS**, Chevy Chase, MD  
Present **Assistant Village Manager/Chief Innovation Officer**

Friendship Heights is a village located in Chevy Chase, Maryland, just two blocks outside of Washington, DC. Founded in 1918, the Village has a population of 5,400 and is located in Montgomery County, Maryland.

### *Duties and responsibilities:*

- Oversee planning, programs, operations, and staffing involving the following departments: planning and development, parks, emergency management, citizen engagement, and information technology.
- Lead developer of the village's 2026-2030 strategic planning initiative.
- Spearhead an infrastructure development program to maintain the roads, sidewalks, parks, and buildings.
- Contribute to operating and capital budget planning, enforce fiscal policies for village operations, and identify cost savings and operational efficiencies.
- Develop and manage robust government relations and community engagement plans.
- Collaborate with landowners, developers, and manage economic development and commercial projects.
- Participate in negotiations with public and private sector entities regarding economic and infrastructure development, as well as service contracts.
- Coordinate council and committee meetings, documentation, and related activities.
- Build and nurture relationships with village staff, councilmembers, and the public.
- Communicate with citizens and citizens' groups to address inquiries and gather support for village programs.
- Research and report on county, state, and federal policies and regulations that might impact the village.
- Design community surveys to better assess the needs, concerns, and opinions of residents.
- Prepare reports on department activities, monitor compliance with service agreements, and ensure adherence to laws and regulations.
- Craft significant enhancements to technology and communications applications.
- Advance staff through trainings, retreats, and quarterly reviews.
- Submit policy recommendations to the council, council committees, and the mayor.
- Advise the village manager on current and projected needs of the village.

### *Key Accomplishments:*

- Based on my proposal, the village was admitted into the Maryland Department of Information Technology's cybersecurity assessment and remediation free pilot program, ultimately saving the village at least \$50,000.
- Revised communications plan resulting in a year-over-year 50% increase in website traffic, a 22% increase in council meeting attendees, and a 17% increase in program attendees.
- Implemented a new online activity and program registration system with payment processing.

## OTHER PROFESSIONAL EXPERIENCE

11/2008 – **UNITED NATIONS**, New York, NY, Bangkok, Thailand, Rome, Italy  
03/2022 **Senior Program Manager**

Served five UN agencies across six continents. Managed large programs with budgets ranging from \$500,000 to \$25 million, and supervised staff ranging from eight to 50. Decided to leave the UN due to its misguided direction and lack of observable local impact. The decision was made to pivot career into local government.

### *Duties and responsibilities:*

- Developed and managed operations and policy programs, including several departments, staff, budgets, planning, stakeholder engagement, and reporting.
- Enhanced organizational mission by developing effective strategic planning initiatives.
- Advised senior management on policy planning, project creation, communications, and staffing.
- Engaged with numerous high-level international government officials, CEOs, and directors from UN agencies to strengthen local, regional, and national public policies.
- Media representation of various UN agencies, including appearances on television and radio, interviews with the print media, and the preparation of press releases.

### *Key Accomplishments:*

- Crafted a stakeholder engagement campaign that led to a 45% increase in countries participating in projects.
- Increased donor contributions by 27% via an innovative two-year resource mobilization strategy.

04/2000 – **MAXIMUS MANAGEMENT ENTERPRISES, LLC**, Lutz, FL, Bangkok, Thailand  
09/2008 **Founder and Managing Director**

Started boutique consulting company offering international organizations cost-effective solutions concerning project management, training, strategic planning, change management, and communications. Managed up to 85 FTE and international consultants.

### *Duties and responsibilities:*

- Directed the day-to-day operations of several international projects, with budgets ranging between \$500,000 and \$50,000,000 concerning various project management initiatives.
- Spearheaded change management, strategic planning, workflows, risk management, and compliance measures by implementing effective management practices.
- Structured client relationship management processes that resulted in consistent growth.

### *Key Accomplishments:*

- Created an international consulting company with an initial year-over-year growth rate of 28%.
- Led the transformation of internal administrative processes and cost-cutting measures that resulted in an ROI increase of 11% from the previous year.

## EDUCATION

**NEW YORK UNIVERSITY, Robert F. Wagner Graduate School of Public Service, Master of Public Administration**, Public Policy, New York, NY

**UNIVERSITY OF MASSACHUSETTS, College of Natural Sciences, Bachelor of Arts, Administration**, Psychology/Political Science, Amherst, MA

**THE LONDON SCHOOL OF ECONOMICS & POLITICAL SCIENCE, International Programs, Diploma for Graduates**, International Development, London, UK

**UNIVERSITY OF BALTIMORE, Schaefer Center for Public Policy, Certified Public Manager**, Baltimore, MD

## **CERTIFICATION & SKILLS**

**CERTIFICATION:** Certified Public Manager, National Certified Public Manager® Consortium

**SOFTWARE:** Windows 11, Office 365, macOS, Azure, Google Workspace, WordPress, Canva, Trello, Slack, Flywheel, Mailchimp, Oracle NetSuite OpenAir, Salesforce, ADP Workforce, Adobe Acrobat, Nuance, GoToMeeting, Zoom

**LANGUAGES:** English (native), Spanish (CEFR B2), Thai (CEFR A2)

## **AFFILIATIONS**

- International City/County Management Association
- Maryland Municipal League
- Maryland Certified Public Manager Association
- Maryland City/County Management Association
- American Academy of Certified Public Managers
- American Society for Public Administration
- Association for Public Policy Analysis and Management

**I am seeking the opportunity to serve in a new capacity with greater responsibility and personal accountability. I look forward to proving my ability to accomplish goals and to achieve those goals safely, effectively, and efficiently. I am competent, capable, and prepared for the opportunity to serve this community. I am highly motivated and ready. I have been waiting for this opportunity to demonstrate my knowledge, skills, and abilities in service. I am confident my education and experience may place me within the boundaries of fair and thoughtful consideration. To whomever may review my humbly submitted application, thank you in advance for your time and consideration.**

## **George Calvin Dickens III**

109 Stevedores Ct.  
Savannah, GA. 31410  
912.536.9980  
giodickens@gmail.com  
gdickens@savannahga.gov  
gdickens@georgiasouthern.edu

### **Summary of Skills:**

- \*\* Communicate effectively with people
- \*\* Ability to quickly assess situations and take actions accordingly
- \*\* Good Leader

### **Job Objective:**

I am seeking an opportunity to utilize my leadership skills, administrative and organizational abilities in a public sector career. I believe that I have a requisite understanding of governmental organizations and how policies and procedures affect operations of those organizations.

### **Education:**

Juris Doctorate (J.D.) (In Progress)  
Mitchell Hamline School of Law  
(2020-2022) 2L.

Master of Public Administration (MPA)  
Georgia Southern University  
(2009)

Bachelor of Science (B.S. Political Science)  
Georgia Southern University  
(2004).



**Relevant Work Experience:**

City of Midway, Georgia Career Professional Fire Department

41 Charlie Butler Road. Midway, GA 31320. (912) 884-3344.

**Position:** Deputy Fire Chief (2025-2025)

**Responsibilities:** Assisting the Fire Chief in the department's overall management, ensuring compliance with laws, and overseeing daily operations, personnel, and emergency response. Strategic planning, budgeting, supervising staff, coordinating with other agencies, managing training programs, and responding to major incidents. Second-in-command, assuming the Fire Chief's duties in their absence.

Office of Commissioner of Insurance and Safety Fire (State of Georgia)

2 Martin Luther King Jr. Dr. West Tower, Suite 702 Atlanta, GA 30334 US.

(404) 656-2070. (800) 656-2298.

**Position:** Building Inspector (All/Special Hazards Team) (2025-2025)

**Responsibilities:** Inspections for compliance with policy, procedures, state and federal regulations and standards to ensure safety. Investigate reports of complaints under the jurisdiction of the Office of Commissioner of Insurance and Safety Fire. Fire safety inspections on facilities under the jurisdiction of the agency in accordance with established procedures, and determination of regulations applicable to the facility being inspected. Inspections, investigations, meetings, surveys, consultation visits, administrative duties, code research, and training. Familiarity with applicable codes, standards, rules, regulations, statutes, laws, and industry standards. Assist local fire departments and building code officials with code enforcement concerns. Interpret site plans, building plans, specifications, calculations, and codes to determine compliance. Record keeping, organization, and customer service skills.

Georgia Southern University Savannah (Armstrong Campus)

11935 Abercorn Street. Savannah, GA 31419. (912) 478-4636

**Position:** Fire Safety Maintenance Inspector (2024-Currently)

**Responsibilities:** Ensure Life Safety and operability of campus fire alarm systems for the Savannah Armstrong and Hinesville Liberty campuses. Coordinate annual facility fire inspections, fire alarm, and sprinkler testing for both campuses. Coordinate annual portable fire extinguisher testing with the main campus. Coordinate annual commercial hood inspections with the main campus. Inspect and maintain fire alarm panels for both Savannah Armstrong and Hinesville Liberty campuses. Coordinate annual State of Georgia elevator inspections for campus. Coordinate elevator service, maintenance, and repair. Perform low voltage electrical wiring of LED drivers to be used for exterior illumination. Coordinate exterior illumination service, maintenance, and repair. Receive proposals, bids, and quotes from outside vendors. Project coordination and management.

Oliver Maner LLP

218 West State St. Savannah, GA. 31401. (912) 236-3311

**Position:** File Clerk/Administrator and E-billing Specialist (2017-2020)

**Responsibilities:** Maintain legal files for cases to which I have been assigned. Trial Preparation, case exhibits, and tracking case progress. Filing for firm attorneys and bookkeeping accounts payable and receivable. Performing a variety of other tasks as needed in order to promote the interests of the firm. Finding and correcting deficiencies that would have otherwise been costly or time-consuming errors for the firm. Work generally toward the betterment of the firm through efficiency of streamlining processes. Promote cohesion of coworkers, and success for the firm. Electronic billing account specialist. Handle firm finances (accounts payable/receivable) via E-billing OMEGA software. The supervisor regarding the legal aspect of my work was Chris Ray and can be contacted at [chrisraysav@gmail.com](mailto:chrisraysav@gmail.com) or phone #912.507.9416. My supervisor regarding electronic billing is Ona Collins and can be reached by calling the firm phone #912.236.3311 extension 3021.

City of Savannah Fire and Emergency Services

121 E. Oglethorpe Ave. Savannah, GA. 31401. (912) 651-6484

**Position:** Fire Engineer (2009-currently).

**Responsibilities:** Supervise company operations during emergency and non-emergency situations and incidents. Manage subordinate personnel. Successfully facilitate completion of annual projects, project management, company training, employee performance evaluations including feedback. Establish Incident Command and direct units to mitigate hazards. Operate Fire Department Emergency Vehicles including – Tiller (Ladder Truck), Aerial Fire Apparatus (Ladder Truck), and Fire Engine Pumper. Drive, perform basic maintenance, review/implement safety procedures for the optimal operation of equipment and machinery. Manage the on-scene operation of this equipment during hazardous emergencies and catastrophic situations that pose an immediate danger to life and health, in accordance with departmental Standard Operating Procedures (SOP's). Supervise company operations.

**Position:** Firefighter (2005-2009).

**Responsibilities:** To protect the lives and property of the citizens and visitors of the City of Savannah by providing the highest level of service through fire prevention, public education, fire suppression, rescue and mitigation of the effects of natural and man-made disasters consistent with the resources provided.

**Other Certifications/Specialized Skills:**

**Fire Inspector** State of Georgia Certified and National Professional Qualification Certified NPQ, GFSTC, GPSTC. Georgia Public Safety Training Center (G.P.S.T.C.) 05/23/2025.

Introduction to Fire Inspector: Basic Principles and Practices of Fire Inspectors awarded by Georgia Public Safety Training Center (G.P.S.T.C.) 02/02/23.

Life Safety Code awarded by Georgia Public Safety Training Center (G.P.S.T.C.) 04/18/24.

City of Savannah City Managers Emerging Leaders Academy CMELA 2023

Firefighter I and II, awarded by the Georgia Firefighter Standards and Training Council (G.F.S.T.C.) Georgia Public Safety Training Center (G.P.S.T.C.).

Georgia Basic Firefighter Training Course awarded by Georgia Public Safety Training Center (G.P.S.T.C.) on 12/15/2005. License#F10103-NPQ.

Emergency Medical Technician: National Registry of Emergency Medical Technicians. License# E3546112. On 08.13.2020.

Oath of Office awarded by the State of Georgia on 10/21/2005.

Fire Officer I awarded by The City of Savannah Fire Department on 05/14/2010.

Fire Officer II awarded by Savannah Fire and Emergency Services on 03/07/2011.

Fire Instructor I awarded by Georgia Firefighter Standards and Training Council (G.F.S.T.C.) on 04/23/2010.

Due Regard awarded by Georgia Public Safety Training Center (G.P.S.T.C.) on 01/11/2017.  
License#DLT00G.

NFPA 1021 Assuming the Role of Company Officer awarded by Target Safety/Target Solutions on 10/11/2010.

Hazardous Materials Awareness, Operations, and Technician, awarded by G.F.S.T.C. and the Georgia Public Safety Training Center (G.P.S.T.C.)

First Responder, awarded by the Department of Human Resources, Division of Public Health, Office of Emergency Medical Services/Trauma

Driver/Operator Aerial, awarded by the City of Savannah Fire Department

Driver/Operator Pumper, awarded by the City of Savannah Fire Department

Emergency Vehicle Operator, awarded by Savannah-Chatham Driver Training

IS-00100 (ICS 100) Introduction to the Incident Command System, awarded by the Emergency Management Institute, the Federal Emergency Management Agency (FEMA), and the Department of Homeland Security

IS-00200.FW Basic Incident Command System, I-200 for Federal Disaster Workers, awarded by the Emergency Management Institute, the Federal Emergency Management Agency (FEMA), and the Department of Homeland Security

NIMS ICS 300 Intermediate Georgia Public Safety Training Center (G.P.S.T.C.)

IS-00340 (ICS 340) Hazardous Materials Prevention, awarded by the Emergency Management Institute, the Federal Emergency Management Agency (FEMA), and the Department of Homeland Security

NIMS ICS 400 Advanced Georgia Public Safety Training Center (G.P.S.T.C.)

IS-00700,701.a,703.a,704,706, 800, awarded by the Emergency Management Institute, the Federal Emergency Management Agency (FEMA), and the Department of Homeland Security

TRANSCAER Responding to Railroad Emergencies awarded by Norfolk Southern Corp. on 03/05/2015.

Customer Service Training awarded by The City of Savannah (2017).

Q-494 NFIRS 5.0 Self Study Program awarded by FEMA and the National Fire Academy on 12/06/2016.

Q0751 Principles of Building Construction awarded by FEMA and the National Fire Academy on 11/27/2021.

Q0368 Introduction to Fire Behavior in a Single Family Dwelling awarded by FEMA and the National Fire Academy on 10/08/2022.

U0382 Hazardous Materials for Inspectors awarded by FEMA and the National Fire Academy on 10/15/2022.

Avon-ISI Tech II ISI Viking Self-Contained Breathing Apparatus (SCBA), awarded by ISI

Adult Cardio-Pulmonary Respiration (CPR), and Automatic Electronic Defibrillator (AED), and Infant CPR, awarded by The American Heart Association

Computer literate, PC: Various desktop applications, word processing (MS Word), Excel, OMEGA E-billing Software.



# Georgia Southern University

hereby confers upon


**George Calvin Dickens III**

the degree of


**Master of Public Administration**

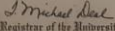
together with all the rights, privileges and honors appertaining thereto in consideration of the satisfactory completion of the course prescribed by the Faculty of this University.

In Witness Whereof the undersigned have affixed their names and the seal of the University at Statesboro, Georgia, May 8, 2010.

  
Chancellor of the University System



  
President, Georgia Southern University

  
Registrar of the University

## References:

- 1) John Edmonson. CEO Edmonson Technologies. Email [info@edmondsontech.com](mailto:info@edmondsontech.com)  
Phone: 706-407-2745 Fax: 706-252-8739 Address; 1465 Hargrove Lake Road,  
Winterville, GA 30683.
- 2) Brooke Brennan. Manager. Email [bbrennan@liveoakrestaurants.com](mailto:bbrennan@liveoakrestaurants.com) OR  
[bbrennan@gmail.com](mailto:bbrennan@gmail.com) Phone: 912-667-4360 OR 912-354-9040. Address; 2909 River  
Dr, Thunderbolt, GA 31404.
- 3) Ona Collins. Oliver Maner LLP. Email. [ocollins@olivermaner.com](mailto:ocollins@olivermaner.com) Phone: 912-246-  
4970 OR 912-236-3311 Address; 218 West State Street, Savannah, GA. 31401
- 4) Robet Hisey. Superintendent. Email [rhisey@georgiasouthern.edu](mailto:rhisey@georgiasouthern.edu) Phone: 912-678-  
2738. Address; 11935 Abercorn St, Savannah, GA 31419.
- 5) Robert Murphy. Superintendent. Email [rmurphy@georgiasouthern.edu](mailto:rmurphy@georgiasouthern.edu) Phone: 912-  
763-7007. Address; 11935 Abercorn St, Savannah, GA 31419.
- 6) Christopher Ray Federal Judge Southern District Georgia Phone (912) 507-  
9416 Email. [cray@gmail.com](mailto:cray@gmail.com)
- 7) Eric Bartenbach (401) 474-6817. 464 Major Lee Lane. Jarrell, TX. 76537

November 12, 2025

City of Westlake  
Attention: Odet Izquierdo – Acting City Clerk  
4001 Seminole Pratt Whitney Road  
Westlake, Florida 33470

RE: City Manager/Chief Administrative Officer Position  
Job Reference # CM10082025

Dear Ms. Izquierdo:

Please find this letter as my interest and in response to the City of Westlake's job advertisement for the City Manager/Chief Administrative Officer position, as posted on the city's website.

Over the breadth of my professional career, I have worked and gained measurable experiences in all of the listed "key responsibilities" that's referenced in the advertisement and job description document. These experiences include multiple City Manager posts, serving as a two-term elected official (City Commissioner), Executive Director, Chief Executive, Entrepreneur and Business Owner. I believe that these and other experiences comprehensively and uniquely speaks to my abilities and well positions me to be successful within your organization.

I have attached a copy of my resume to better acquaint you with the totality of my experiences and skills. I would be delighted to hear back from you and schedule a time to interview for this position. Feel free to contact me if you have any additional questions.

Sincerely,

*Michael E. Jackson*

Michael E Jackson  
[Meiconsult@gmail.com](mailto:Meiconsult@gmail.com)  
561-723-5652

Enclosure





SENIOR GOVERNMENTAL AFFAIRS EXECUTIVE

430 SE 2ND AVENUE • SOUTH BAY, FL 33493 • (561) 723-5652 • MEJCONSULT@GMAIL.COM

## Summary

Talented, accomplished and experienced Senior Administrator/Executive, with a broad background in directing municipal, governmental and non-profit entities. Exhibit excellent communication, organizational, computer/technical and inter-personal skills with the ability to relate to people of various ethnic, socio-economic, and cultural experiences; Strategic thinker, able to create, develop and communicate vision, using collaborative and team building processes; Ability to see the big picture and determine the necessary steps to achieve it; Effective and efficient at recognizing the strengths and abilities of individuals/teams and motivating them to establish vision and accomplish mission through goal setting; Intelligent, dedicated, highly energetic individual with strong work ethic and moral principles; and Exceptional presentation, leadership and communication skills.

## Experience

### CITY MANAGER

City of Pahokee – Pahokee, FL | May 2024 – October 2025

- Served as Chief Executive Officer overseeing all city departments and personnel.
- Directed strategic planning, budgeting, and daily municipal operations.
- Prepared and managed annual city budget ensuring fiscal responsibility.
- Advised Mayor and City Commission; prepared reports and agendas.
- Promoted community and economic development initiatives.
- Strengthened collaboration among departments and community partners.
- Ensured compliance with city, state, and federal regulations.

### CHIEF EXECUTIVE OFFICER / PRINCIPAL CONSULTANT

L & MJ Consulting, Inc. / MEJ Consulting, LLC - Palm Beach County, FL | 2005 – 2024

- Led consulting services for municipal, county, and non-profit clients across South Florida.
- Managed governmental and public-sector projects from planning through completion.
- Advised cities and agencies on zoning, permitting, and economic development.
- Developed fiscal and administrative strategies to improve local government operations.
- Provided leadership training for senior public administrators and executives.

### PUBLIC EDUCATION PROGRAM ADMINISTRATOR / CONSULTANT

Covenant Arts Academy Charter School, Inc. – South Bay, FL | 2018 – 2020

- Chaired Charter School Application Team and secured charter approval.
- Oversaw budget planning, site negotiation, and community engagement.
- Administered recruitment strategies for initial year enrollment and academic programming.

### COMMUNITY LIAISON / GOVERNMENT AFFAIRS SPECIALIST

Florida Crystals Corporation – Glades Region, FL | 2016 – 2020

- Served as municipal liaison for the Tri-Cities of Belle Glade, South Bay, and Pahokee, representing corporate and community interests with local, county, and state government officials.
- Coordinated intergovernmental partnerships to support infrastructure, economic development, and community revitalization initiatives.
- Facilitated meetings and workshops with municipal leaders, regulatory agencies, and land-use attorneys to align projects with public policy and regional growth priorities.
- Strengthened relationships between public agencies, non-profit organizations, and business stakeholders to promote sustainable community and economic outcomes.



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## **LIAISON / OMBUDSMAN (INDEPENDENT CONTRACTOR)**

Board of County Commissioners – District 6 - Western Palm Beach County, FL | 2007 – 2010

- Coordinated all District 6 funded municipal capital projects with county senior staff and administration
- Developed redevelopment, revitalization, and infrastructure planning.
- Encouraged affordable/workforce housing initiatives and funding strategies.
- Facilitated regional workforce and economic development planning.

## **DIRECTOR**

South Florida Water Management District (SFWMD) - Broward County, FL | 2002 – 2005

- Directed regional office operations and senior professional staff, overseeing regulatory services, water supply planning, and land management programs.
- Developed and administered annual project budgets exceeding \$50 million.
- Provided financial and technical assistance to municipal and county governments and special water control districts throughout Broward County.
- Served as liaison between SFWMD and local government entities to ensure coordination, compliance, and effective communication.
- Supported post-hurricane recovery efforts and implemented environmental education and awareness programs.
- Coordinated interagency meetings with legal teams, land use managers, and municipal officials to advance district objectives.

## **CITY MANAGER**

City of South Bay – South Bay, FL | 1996 – 2001

- Served as Chief Executive and Fiscal Officer under a Manager-Commission form of government.
- Directed departmental operations and personnel across city divisions.
- Managed multimillion-dollar annual budgets and municipal projects.
- Promoted economic development and infrastructure improvements.
- Represented city as liaison to county, state and federal agencies and officials.

## **EDUCATOR / INSTRUCTOR**

Palm Beach County School District - Palm Beach County, FL | 1987–1988, 1991–1996

- Designed and implemented instructional programs as a State of Florida Certified Educator at Lake Shore Middle School, Pahokee High School, and West Technical Education Center.
- Served as GED Instructor and Educational Counselor within the Correctional Educational School Authority at Glades Correctional Institution.
- Served as Social Sciences Adjunct Professor at Bethune-Cookman College - Palm Beach County satellite campus.

# **Education**

## **MASTER OF APPLIED SOCIAL SCIENCES (MASS) - PUBLIC ADMINISTRATION**

*August 1989*

Florida Agricultural and Mechanical University, Tallahassee, FL.

## **BACHELOR OF SCIENCE (BS) IN POLITICAL SCIENCE**

*August 1987*

Florida Agricultural and Mechanical University, Tallahassee, FL.



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## Public Service & Professional Affiliations

### PRESENT

- Member – Jackie Robinson Scholarship Committee, Florida Advisory/Selection Committee
- Elder – Glades Covenant Community Church (Administrator, Finance and Facilities)
- Member – Palm Beach County City & County Management Association (PBCCMA)

### PAST

- Board Member - Boys & Girls Club, C.L. Brumback Health Center, Palm Beach County Mental Health, Arc of the Glades, Street Beat, Inc.
- Board of Trustees - Glades General Hospital
- Inaugural Board Member – Glades Utility Authority (GUA)
- Member – Florida City & County Management Association (FCCMA), International City/County Management Association (ICMA), Florida League of Cities (FLC), National League of Cities (NLC)
- Graduate – Leadership Broward County, Senior Executive Program
- Two-term Elected Official – City Commissioner, City of South Bay
- Legislative Intern – Florida State Senate (Sen. A. Girardeau) and U.S. Congress (Rep. William Grant)

## References

### DAVE ARONBERG - PA

561-889-7979

Dave@davearonberglaw.com

### LEANDRE CAMEL

561-914-6673

Camell@southbaycity.com

### CLARA MURVIN

772-647-0267

tasha@iname.com

October 29, 2025

Ms. Odet Izquierdo  
Acting City Clerk  
City Of Westlake  
4001 Seminole Pratt Whitney Road  
Westlake, FL 33470

Re: City Manager Position -City of Westlake

Dear Ms. Izquierdo:

I recently saw your advertisement relative to the position of City Manager, City of Westlake, Florida and I am excited about being considered as a candidate for this position. **I am a strategic thinker and visionary manager with strong administrative skills and I promote a transparent environment within the conduct of municipal affairs. I am a candidate with experience managing outsourced services (in Loxahatchee Groves) and value the development of strong community engagement with all entities. I have a solid working knowledge of municipal finance, public works, public safety, securing grants and appropriations, planning and development, project management and Community Redevelopment Agencies. I have high ethical standards and broad experience in fostering innovation and leading staff in accomplishing established goals and objectives.** Further, my background comports with the attributes desired by the city for its next City Manager. In short, my experience, knowledge, background, skills, and abilities make me a solid fit for this opportunity.

As you can see from my enclosed resume, I am an experienced leader and achievement-oriented manager with proficiency in many areas of local government and direct experience with strong-mayor, city manager and county forms of local government. I believe there are several crucial areas whereby a manager/administrator must execute and excel in performance including serving as a trusted advisor to the city council; providing leadership and management of city affairs/ operations; and developing strong community engagement with all entities. I am a creative, knowledgeable, enthusiastic and proactive individual that can provide leadership to the Westlake team and serve as a trusted advisor to the Mayor and Council.

With this background, and my two Masters Degrees in Public Administration (with Honors from Florida Atlantic University) and Regional Planning (The Pennsylvania State University), I am the effective leader that the City of Westlake is seeking to employ.

Sincerely,

Mark A. Kutney, AICP, ICMA-CM  
Former City Manager  
City of Brooksville, FL

**Mark A. Kutney, AICP, ICMA-CM**  
**13627 Chatsworth Village Drive, Wellington, FL 33414**  
**C (561) 601-4632**  
**H (561) 793-8512**  
**makutney\_3254@mail.com**

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## **SUMMARY OF QUALIFICATIONS**

An experienced local government manager and leader with a proficiency in the following areas:

- Growth Management
- Economic Development
- Customer Service
- Strategic Planning
- Labor Relations/Collective Bargaining
- Sustainability
- Budgeting/Capital Budgeting
- Project Management
- Human Resources
- Media Relations
- Grantsmanship
- Emergency Management
- Airport Management

I am an ICMA Credentialed Manager and savvy leader with a commitment to the principles of Total Quality Management (TQM). I am a proven leader versed in managing change and specializing in dealing with high pressure/demand activities in local government. Further, I am a dedicated team player with city (strong mayor and city manager forms of government) and county experience.

## **PROFESSIONAL EMPLOYMENT EXPERIENCE**

### **Consultant**

**July 2021-Present**

I provide consultant services as part of the Gerson Lehrman Group (GLG) network that provides financial and Global information to clients.

### **City Manager for the City of Brooksville**

**November 2017- June 2021**

The City of Brooksville is located in central Hernando County and is the County Seat. The 2020 BEBR population estimate had the City at 15 residents short of 9,000 population. The City is comprised of about 12 square miles. As City Manager, I was responsible for the following Departments and major Functions: Fire; Finance; Parks & Recreation; Community Development (including CRA); Public Works; Utilities (including Sanitation); City Clerk; Cemetery; Human Resources; Information Technology; and Business Development. Law Enforcement was provided by the Hernando County Sheriff's Office through contract. The adopted FY 2021

## *Mark Kutney Resume*

General Fund Budget was \$9,737,331 and the City's all funds budget for FY 2021 was \$47,754,889.

### **Accomplishments**

- Guided City Council in the decision to contract with the Hernando County Sheriff's Office (HCSO) to deliver Law Enforcement Services. I negotiated the contract with the Sheriff that was favorable to the City. I successfully handled the transition from Brooksville PD to the Sheriff and completed the deposition of police department assets.
- Reorganized 65% of the City to make it more efficient and effective.
- Led Staff efforts with Civics Plus to develop a **new website** for the City.
- Negotiated a new **Collective Bargaining Agreement** with Fire Union Local 4661 in 2020 and successfully guided the modification of a **Fire Assessment** methodology from the Availability Method to the Demand Method.
- In conjunction with the Florida Rural Water Association **developed new water and sewer rates** that were urgently needed and ultimately adopted by City Council.
- Prepared and developed the **Economic Development Strategic Plan** which was adopted by City Council in July 2020.
- Guided the preparation of new "state of the art" **procurement and personnel policy manuals** through City Council.
- Guided the preparation and adoption of a new **compensation/classification plan** through City Council that corrected numerous salary structure problems within the City.
- Upon my arrival in Brooksville, I corrected many problems of the existing financial situation. The City had low reserves, had been overspending and was facing serious budget cuts and tax increases. Through my efforts, I built up reserves, overhauled spending practices and other financial remedies. Ultimately, the City was able to **reduce its millage rate by over 1 mill** during my tenure and City reserves are now at healthier levels.
- Created a new **Capital Improvements Plan** and set up a continuous **Roadway Management Plan** that provides yearly maintenance enhancements of deteriorated roadways.

**Town Manager for the Town of Loxahatchee Groves**

**October 2011-September 2014**

The Town of Loxahatchee Groves is located in central Palm Beach County and was incorporated as Palm Beach County's 38<sup>th</sup> municipality on 6/23/06. The Town has a population of 3,185 (2013 Florida BEBR estimate) and comprises 12.5 square miles. The Town conducts its activities as a contract service municipality and I served as Town Manager conducting general management services for the Town through a management company. Specifically, these general management services included general administrative duties, Town Clerk, Finance; Planning and Zoning and Emergency Management. The Town also provided the following services through major contract vendors that I supervised and managed including: Law Enforcement and Fire Rescue via Palm Beach County; Solid Waste Management; Public Works; Code Enforcement; Engineering Services; and Building Services. A number of minor services were also provided including but not limited to Special Magistrate, auditing and debris removal services (with estimated employees of 150-200). The Town had four funds that comprised the Budget. These funds included a General Fund, Transportation Fund, Capital Improvements Fund, and Solid Waste Fund. The adopted budget for the Town's FY 15 General Fund was \$2,095,897 and the budget for all funds was \$4,873,466.

### **Accomplishments**

- I was presented with the Awards of Financial Reporting Achievement by the Government and Finance Officers Association of the United States and Canada (GFOA) for **preparation of the Comprehensive Annual Financial Reports (CAFR)** for Fiscal Year Ended September 30, 2011; the Fiscal Year ended September 30, 2012; and the Fiscal Year ended September 30, 2013.
- I successfully guided Palm Beach State College through the Comprehensive Plan and development process for the purpose of permitting the College to build their fifth branch campus along with associated commercial development in the Town.
- Working with the Town Attorney, the Palm Beach County Sheriff's Office and other agencies, drafted new legislation and conducted code/police enforcement efforts to resolve a serious illegal equestrian manure dumping problem occurring throughout the Town.
- I led the efforts that implemented the conversion of the Town's wireless computer system and replaced such with new computer hardware and software; creation of a new website; and through a forensic data recovery firm recovered one terabyte of electronic files that were deleted due to mismanagement of the previous management firms.
- **Negotiated and brokered a verbal agreement with the Central Palm Beach County Chamber of Commerce to purchase and/or lease the Chamber Headquarters as the Town's new Town Hall.** At the end of my tenure, the Town Council agreed to move forward and purchase the facility.
- I implemented the Town's first **Capital Improvements Program and Budget.**

- Successfully guided the Town in the completion of construction for the 148<sup>th</sup> Culvert Bridge Project; the OGEM treatment (Open Grade Emulsified Mix) of  $\frac{3}{4}$  mile sections of North Road; and OGEM resurfacing of Marcella Boulevard, Compton and Bryan Roads.
- Monitored and directed Town recovery activities during Tropical Storm Isaac.
- Served as the Town's Chief Procurement Officer and handled numerous procurements and bids including the bid for Solid Waste Services and the Request for Qualification (RFQ) under Florida CCNA requirements for various Town Engineering Services.

### **Deputy City Manager for the City of Belle Glade, Florida**

**2007-2011**

The City of Belle Glade is located on the southeastern shore of Lake Okeechobee and is the largest city within the greater glades area of Palm Beach County. The City has a population of 17,107 (2009 Florida BEBR estimate) and comprises 4.65 square miles. The City's adopted total budget for fiscal year 2008-2009 was \$26,030,111 and the City had 168 full time employees allocated throughout the various funds. As the Deputy City Manager, I worked under the direction of the City Manager and acted as Chief Executive Officer during the City Manager's absence. As Deputy City Manager, I served as a Chief of Staff for the City Manager, and I was responsible for review and coordination of City Commission business agenda items. I also served as the City's **Airport Manager** and **Emergency Manager**.

In addition to consulting and advising the City Manager about community/program needs, I was the **Project Manager** for several high profile projects including the **Belle Glade Boat Lock Design and the Strategic Business Plan for Belle Glade Airport**. I was also an appointed (by the Belle Glade City Commission) member of the Glades Utility Authority (GUA) Governing Board, an independent water / wastewater service provider to the Glades area. This Board was responsible for all business decisions of the Authority's 24 million dollar utility operation. In **November 2010, I was elected Chair of the GUA Authority Board by members of the Governing Board**.

### **Accomplishments:**

- In conjunction with Palm Beach County Emergency Management, I coordinated the review, preparation and City Commission adoption of the **Continuity of Operations Plan (COOP)** for Emergency Operations.
- I played an instrumental role in the review, negotiations, amendment and City Commission adoption of an Interlocal Agreement with Palm Beach County and the cities of Pahokee and South Bay to create the Glades Utility Authority. This agreement essentially transferred the City's water and wastewater services to an independent utility authority.
- I led the efforts and program to have all City Staff trained in the basic FEMA courses dealing with Incident Command System (ICS) and National Incident Management System (NIMS).
- I handled negotiations with Palm Beach County for the creation of an **Interlocal Service Boundary Agreement (ISBA)** and in conjunction with this effort, prepared and



developed a new application format, procedures, and requirements related to the City's program for future annexation efforts.

- I coordinated the successful adoption and the Florida Department of Community Affairs (DCA) notice of intent compliance finding for the EAR based amendment to the comprehensive plan.
- I was responsible for guiding the adoption of the 2008-2009 Budget through the City Commission as the Acting City Manager and coordinated the completion the **2005-2006 Audit/CAFR** that was several years behind schedule.
- On a continual basis, I was responsible for the successful review and coordination of all agenda reports and business items that were presented before the City Commission twice monthly.
- In conjunction with City Staff and the City Attorney, I led the review and negotiation of a tri-party **Interlocal Agreement** with Palm Beach County regarding the **construction of a civic center/branch library** within the City. I further supervised the coordination, permitting and construction inspections of the same.

**Acting City Manager for the City of Belle Glade, Florida  
September 3, 2008-November 2, 2008**

I assumed the duties of Acting City Manager due to the City Manager being discharged.

**Development Services Director for the Town of Davie, Florida**

**1999 to 2007**

The Town of Davie known for its open space system and western theme development has a population of over 90,000 and an area of 35.6 square miles. My responsibilities included the administration and supervision of the Town's Planning and Zoning; Building Inspections; Code Compliance; and Engineering Services Divisions. I was responsible for the management of eighty (80) employees and a total department budget of \$8,923,309 (FY 06-07). The Department served as staff support to the Planning and Zoning Board, Site Plan Committee, Unsafe Structures Board, and Special Magistrate Code Hearing Process.

**Accomplishments:**

- Successfully guided the preparation and adoption of the Town's **Housing and Transportation Elements** Amendments to the Comprehensive Plan. Florida DCA found the Amendments in compliance.
- Prepared, supervised and guided the adoption of the **Griffin Road Corridor Zoning District**. This mixed-use project was a major planning and design effort resulting from condemnation of Griffin Road Right of Way and the increase of a two (2) lane section into six (6) lanes. New mixed-use developments occurred along the corridor as a result.
- Successfully updated and revised staff planning reports to withstand legal challenges associated with Quasi-Judicial Hearings.
- Updated and revised code compliance mitigation guidelines for fairness and equity.

- Successfully guided the preparation of the **Citizens' Action Plan for the State Road 7 Corridor**.
- In conjunction with my Supervisory Management Team, developed and guided the preparation of the Development Services Department **Strategic Management Plan**.
- Principal author of the Town of Davie **Customer Service Guidelines**.
- Principal author and successfully guided the adoption of the Town's **Cost Recovery Program** related to Development Review Applications.
- Successfully guided and prepared the strategic plan relative to initiatives for **LEED /Green Planning and Sustainability** efforts in the Town.

**Director of Growth Management for the City of Hallandale, Florida**

**1995 -1999**

**Accomplishments:**

- Supervised the preparation of the City's 1995 Evaluation and Appraisal Report (EAR) as required by Florida Statutes. The South Florida Regional Planning Council review staff promoted the Report as a model for other cities to use.
- Prepared, supervised, and implemented a City-wide strategic improvement program/plan- **A Comprehensive Approach to Code Enforcement**.
- Successfully amended, reformatted and guided legislation adopting a **Minimum Property Maintenance Occupancy Code** through the City Commission. The Project had languished for over 8 years prior to my involvement.

**Community Development Director for the City of Titusville, Florida**

**1991-1995**

**Accomplishments:**

- Successfully completed the **City's Land Development Regulations** and guided this legislation as well as **City-wide Administrative Rezonings** through the City Council in accordance with State Law.
- Supervised the completion of **Titusville Commons Parking Facility and Sylvan Park Community Center**.
- Guided the successful completion of the planning phases for the **Space Walk of Fame Riverwalk Project**.

**Planning and Development Director for the City of Greenacres, Florida**

**1984-1991**

**Accomplishments:**

- Successfully guided the passage of legislation that amended the majority of the Zoning Ordinance, initiated growth control measures and administratively rezoned the majority of the City.
- During my tenure, I was responsible for the review and site planning of over **1 million square feet of commercial and shopping center development**.

- Successfully completed the City's Comprehensive Plan pursuant to the 1985 Growth Management Act. The Plan was completed almost entirely in-house.

**Planning and Management Consultant, Diversified Planning Consultants, Lake Worth, Florida** 1985-1991

**Senior Planner in the Current Planning Division of the Sarasota County Planning Department** 1982-1984

**Assistant Executive Director for the City of Wilkes-Barre, Pennsylvania Department of Planning and Development** 1978-1982

**Research Analyst for the City of Wilkes-Barre, Pennsylvania Department of Planning and Development** 1977-1978

### **SPEECHES AND PRESENTATIONS**

- Presentation on “**Local Government and Private Consultants Working Together**” at the 2007 Florida Planning and Zoning Association Annual State Conference.
- Presentations on “**Visions and Realities; Let's Make a Deal**” **Rethinking Redevelopment in a Changing Market** at the 2007 Broward Alliance Redevelopment Conference.
- Presentation on “**Linking Land Use-Plans and Regulations**” Classroom on Wheels seminar series, Sarasota Vocational Center.
- Speech on “**Small City Planner's Perspective on Doing the Comprehensive Plan In-House**” at the Florida League of Cities seminar on Comprehensive Planning-The Nuts and Bolts Problems.
- Speech on “**Architectural Review and Community Appearance Boards**” at the Florida Planning and Zoning Association Annual Conference.
- Numerous other presentations before various organizations bodies and social clubs.

### **ADDITIONAL COMMUNICATION SKILLS**

Holder of a 3rd class Radiotelephone Broadcast License through the Federal Communications Commission

### **EDUCATION**

**Master of Public Administration with Honors**, Florida Atlantic University

**Master of Regional Planning**, The Pennsylvania State University

**Bachelor of Arts in Urban Affairs**, Wilkes College (currently Wilkes University)

**Continuing Education:**

**The Certificate in Public Sector Human Resource Management**

**The Certificate in Internal Investigations**, Council on Education in Management in Association with the George Washington University, School of Business and Public Management

**Certificate in Process Management**, University of Florida Leadership Development Institute

**Certificates from the Emergency Management Institute, FEMA** in the following study courses:

|               |  |
|---------------|--|
| IS-00100.a    | Introduction to the Incident Command System, ICS-100                 |
| IS-00100.PW.a | Introduction to the Incident Command System ICS-100 for Public Works |
| IS-00200.a    | ICS for Single Resources and Initial Action Incidents, ICS-200       |
| IS-00700.a    | National Incident Management System (NIMS) and Introduction          |
| IS-00800.b    | National Response Framework, Introduction                            |
| G-300         | Intermediate Incident Command for Expanding Incidents                |
| G-400         | Advanced ICS for Command and General Staff: Complex Incidents        |

**Certificate of Achievement from the National League of Cities Emergency Management Training Program** PER-284 Crisis Leadership for Local Officials NLCI

## **OTHER EDUCATION AND TRAINING**

Numerous Certificates and Educational Units obtained can be furnished upon request.

## **PROFESSIONAL AFFILIATIONS**

- Governing Board Member- Glades Utility (GUA) –Independent Governmental Authority responsible for providing water/wastewater services for the cities of Belle Glade, Pahokee, and South Bay, and the unincorporated areas of Palm Beach County (Glades area) 2009-2011. **I was elected Board Chair in November, 2010.**
- American Planning Association
- American Institute of Certified Planners, Certification No. 4501
- International City/County Management Association (member number 247890)
- Florida City and County Management Association
- Palm Beach City County Management Association
- Florida Chapter of the American Planning Association
- Society for Human Resource Management
- Florida Government Finance Officers Association
- Urban Land Institute
- Davie/Cooper City Rotary Club, member 1999-2007, Board of Directors member 2006-2007
- Town of Davie, Elected member, Board of Trustees, Management & General Employees' Pension, 2007
- Brooksville Kiwanis Club member and member of Board.

**HORACE A. McHUGH, ICMA-CM**

Horace.McHugh@gmail.com

Cell: (954) 940-1972

October 20<sup>th</sup>, 2025

Odet Izquierdo, Acting City Clerk  
City of Westlake, Florida  
publicrecords@westlakegov.com

Re: Recruitment for City Manager – City of Westlake

Dear Ms. Izquierdo:

Attached is my application package, which is being submitted for consideration for the position of Westlake's City Manager. The package summarizes my relevant thirty-three (33) years of municipal experience, which includes twenty-one (21) years at the executive-level as Chief Administrative Officer-City Manager (CAO), Deputy City Manager, and Assistant City Manager in various South-Florida municipalities.

My background has provided me with tremendous experience in executive municipal services, addressing financial planning, infrastructure planning, strategic planning, organizational development, quality-of-life enhancement, and business engagement. This includes the startup of a newly incorporated city, where I had the responsibility for building several key administrative departments.

I have ~~significant experience~~strong proficiency—with the oversight of outsourced services, including law enforcement, fire-rescue, community development, building services, code compliance, economic development, solid waste and community redevelopment. My background also includes strong financial leadership, with experience in infrastructure financing, bond rating, budgeting in periods of economic prosperity and recession, and private sector banking.

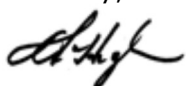
My experience includes the oversight of internal service and operational departments, and hands-on experience in some of the key, larger departments. While these services are provided by contract to Westlake, my knowledge in these areas will enhance my ability to manage the outsourced services in a manner that is thoughtful, deliberate and in the best interests of the City.

I am a Credentialed Manager with the International City/County Management Association (ICMA) and have maintained active memberships in its local affiliates for more than thirty (30) years. I am also a past president of Florida City County Management Association (FCCMA) and currently serve on its state-wide Ethics Committee.

My extensive background and skills will allow me to work collaboratively with the City Council, community and service providers to develop valuable, long-term contributions that accrue to the benefit of Westlake's residents, businesses and visitors.

As Westlake continues to chart its progress as a new municipality, it would be my honor to serve the community as its next City Manager. It would be my privilege to be a part of the growth, development and transformation that the community desires and to be an active contributor to the City's sustainability. I look forward to your kind consideration.

Sincerely,



Horace A. McHugh, ICMA-CM

Bio of  
**Horace McHugh, ICMA-CM**  
(10/2025)

Horace McHugh's municipal career spans over 33 years in South-Florida cities, including 21 years at the executive level. His municipal service includes: Chief Administrative Officer (CAO) for the city of Plantation; Deputy City Manager for the cities of Deerfield Beach and Coral Springs; Interim City Manager & Assistant City Manager for the city of North Miami Beach; Assistant City Manager for the cities of Oakland Park and Miami Gardens; and Assistant to the City Manager in Fort Lauderdale. During this period, he also provided municipal consulting services to the cities of Tamarac and Cooper City.

He has significant experience in directing the strategic, administrative and operational components of municipal operations. His experience includes a focus on fiscal oversight; infrastructure planning; capital project implementation; and managing daily operations. A unique highlight of his career was his startup of several key administrative departments for a newly incorporated city and building its 525-member staff (including creating its 225-member police department).

Horace holds MBA & BBA degrees in Finance from Pace University, NY and is a Credentialed Manager with the International City/County Management Association (ICMA)'s Credentialing Program. He is also a graduate of the ICMA Senior Executive Institute, at University of Virginia's Darden Business School.

His professional affiliations include the Florida City/County Management Association (FCCMA), where he is a Past President of the statewide association and currently serves on its Ethics Committee. He is also an active member of International City/County Management Association (ICMA); Miami-Dade City/County Management Association (MDCCMA); and Broward City/County Management Association (BCCMA).

His civic activities include serving as Treasurer of St. George's College Alumni Association. He previously served as Treasurer of the Greater Caribbean-American Chamber of Commerce; President of Leadership Broward; and Board Member of the Broward Partnership for Homeless.

## **HORACE A. McHUGH, ICMA-CM**

[Horace.McHugh@gmail.com](mailto:Horace.McHugh@gmail.com)

Cell: (954) 940-1972

### **CAREER SUMMARY**

Experienced public administrator with over thirty-three (33) years of municipal experience, including twenty-one (21) years as a senior executive, directing administrative, operational, and strategic activities; demonstrating strong leadership, management skills and a broad knowledge of municipal functions.

### **PROFESSIONAL EXPERIENCE**

#### **Deputy City Manager**

City of Deerfield Beach,

Population:87,325; Employees:401FT/99PT; Budget:\$376MM;

**6/2022 to 6/2025**

Deerfield Beach, Florida

General Fund:\$165MM

- Supported the City Manager in framing the strategic direction of the City; development of policy and long-range plans; oversight of daily operations/projects; development and implementation of the capital and operational budget.
- Directed the development of the Annual Budget, the 5-year \$227M CIP, and the completion of the ACFR, during the vacancy of the CFO and Assistant Finance Director.
- Coordinated the development of long-term operational and capital plans, funding strategies and multi-year rate recommendations for the three major enterprise funds (Water, Stormwater, Solid Waste) to ensure fiscal health, auditor compliance, regulatory compliance, and implementation of critical infrastructure projects.
- Provided strategic input in critical policy matters, such as conversion of Stormwater billing to non-ad valorem; fleet replacement plan for Solid Waste equipment; executive compensation; pay & classification study; and the recruitment for hard-to-fill positions.
- Coordinated executive recruitment for several directors/assistants and provided key leadership to the departments during vacancies of their executive leaders.
- Coordinated the response to concerns in the Auditor General's (AG) operational audit and prepared corrective actions to address findings.
- Collaborated with multiple departments to initiate the Downtown Redevelopment and Town Center initiative, including receiving proposal for needs assessment, and partnership with ULI to engage community input.
- Coordinated the implementation of the \$3.5 million Enterprise Resource Program (ERP) to replace existing financial software and generate process improvements, with anticipated go-live for two (2) modules in FY25.
- Finalized the development of the 5-year Strategic Plan and the City's Core Values.

#### **Interim City Manager & Assistant City Manager**

City of North Miami Beach,

Population:42,900; Employees:365FT/160PT

Budget:\$167MM;

**1/2020 to 9/2021**

North Miami Beach, Florida

General Fund:\$65MM

- Lead the organization through a transition period that included: departure of the City Manager and recruitment of a replacement; on-boarding of an Interim City Attorney; developing Solid Waste operational alternatives; labor negotiations; recruitment of key directors; and appointment of police chief.
- Provided executive support in leading the organization through a pandemic; insourcing the water utility operations; census community outreach; ransomware attack; and other major operational and policy challenges.
- Supervised and provided strategic direction to the departments of: Building; Economic Development & CRA; and Development Services (Planning, Zoning & Code).
- Guided the development of a CRA 5-year Strategic Financial Action Plan and Incentive Programs, designed to spur redevelopment and growth of the CRA's tax base.



**Deputy City Manager****2/2019 to 1/2020**

City of Coral Springs,

Coral Springs, Florida

Population:130,000; Employees:873FT/200PT Budget:\$298MM; General Fund:\$134MM

- Supervised and provided strategic direction to the departments of: Budget & Strategic Planning; Public Works & Utilities; Building; Economic Development & CRA; Development Services (Planning, Zoning & Code); Communications & Marketing, and ensured that departmental activities were aligned with city's strategic goals.
- Merged CRA with Economic Development Department, as a means of providing greater support and efficiencies in both areas and generating cost savings.
- Developed a comprehensive Stormwater Management Plan and obtained adoption of a Stormwater Fee to fund the Plan. Obtained \$2.8M in related grants.
- Guided the five-year financial model used to project future actions with millage, rates, expenditures, capital and future planning.
- Provided general policy guidance for development of an early retirement program; employee compensation study; restoration of a historical bridge; solid waste contract extension; city hall security hardening; and economic development study.

**Chief Administrative Officer/CAO (City Manager)****4/2015 to 2/2019**

City of Plantation,

Plantation, Florida

Population:92,000; Employees:800FT/200PT; Budget:\$225MM; General Fund:\$151MM

- Directed the preparation and administration of the City's operating & capital budgets, major policies, long range plans, strategic initiatives, departmental operations, and labor relations, based on general direction from the Mayor and Council.
- Initiated a \$60 million capital bond process, including: community outreach, bond marketing, bond validation, bond ratings, bond sale, project design and construction.
- Initiated revision of the land development codes, area studies, safe neighborhood district studies, and concept plans.
- Served as Recovery Director in charge of the \$21 million hurricane debris removal and oversaw the \$18.5 million reimbursement from FEMA.
- Initiated business development, business attraction, relocation incentives, and project development activities.
- Oversaw classification/compensation study for staff and the pay adjustments to achieve salary equity; and executive recruitment, including recruitment of 6 directors.

**Assistant City Manager****11/2008 to 4/2015**

City of Oakland Park,

Oakland Park, Florida

Population:43,000; Employees:286FT; Budget:\$97.9MM; General Fund:\$43.8MM

- Directed the daily activities of city departments (including organizational effectiveness and process improvement), based on general direction from the City Manager.
- Directed the preparation and administration of the City's operating and capital budgets, strategic plan, business plan and annual project initiatives.
- Provided oversight of labor relations, including four bargaining units, the Civil Service group and contract employees.
- Developed a \$27MM water-sewer improvement program replacing 80,000 lineal feet of substandard lines; initiate design, permitting and construction.
- Established strong bond rating (AA-) from Fitch and Standard & Poor's rating agencies.
- Secured \$27MM financing from sale of municipal bonds to fund capital improvements.
- Achieved national accreditation of the Parks & Leisure Department, meeting 143 of the 144 standards of measure.

**Assistant City Manager**

City of Miami Gardens,

Population:110,000; Employees:525FT; Budget:\$152MM; General Fund:\$71MM

**3/2004 to 11/2008**

Miami Gardens, Florida

- As the city's first Assistant City Manager (and fifth employee), provided executive support in developing policies, service levels, establishing priorities, negotiating contracts, addressing revenues, financial issues, Council liaison and community interaction.
- Established and provided line responsibility for the following departments: Financial Controls; Purchasing; Human Resources & Risk Management; Information & Technology; Fleet & General Services; and Events & Media Relations.
- Member of Executive Team responsible for setting up the financial structure; securing over \$33MM in grant funding; obtaining CDBG designation for the city; adopting the city's first CDM, Town Center Plan, Park's Master Plan and Strategic Plan; implementing the city's first bond sale; and initiating the startup of a 225+ member police force.
- Recruited the executive staff; developed Personnel Procedures; established health insurance; implemented electronic HR system, claims & liability processing.
- Developed the data network, phone & voicemail network, security alarm & access control, website and audio-visual systems.
- Acquired the \$6.1MM cars, trucks and heavy equipment used by the city and the required replacement schedule, maintenance, servicing and fueling requirements.
- Developed a centralized Purchasing Division, participating in state & co-op contracts, providing business outreach and developing preferences for local vendors.
- Established Accounting & Financial Controls, which included accounts payable, accounts receivable, cash handling, processing of payroll and retirement.
- Developed the Communications, Special Events & Media Relations areas, including: newsletter, special events, festivals, website publication and media relations.
- Managed property acquisition, relocation of City Hall, design and construction of expansion facilities, lease and property maintenance.
- Implemented equipment and connections for setting up a new 24/7 Police Department, including phone & data network, mobile laptops, and other communications devices.
- Implemented \$1MM Voice over Internet Protocol phone system over city facilities.
- Implemented a \$1MM financial software system, necessary to support the general ledger, parcel & permits, payroll, human resources and other systems.
- Produced annual 2-day, \$1MM international jazz festival, attracting 25,000 attendees.

**Assistant to the City Manager**

City of Fort Lauderdale,

Population:170,000; Employees:2,500; Budget:\$601MM; General Fund:\$415MM

**3/1992 to 3/2004**

Fort Lauderdale, Florida

***Fire-Rescue Department* 2001 to 2004**

- Acquired daily experience in the administration of the Fire-Rescue Department.
- Oversaw the agency's "accreditation" designation by Commission on Fire Accreditation International (CFAI), by conducting a self-assessment of the department's operations (governance, administration, staffing, equipment, facilities, etc.).
- Administered the imposition of the department's annual \$9.9M Fire Assessment fees.
- Initiated & oversaw \$40MM construction & facility improvements to the 13 fire stations.
- Project manager for the \$130MM public safety bond initiative to address capital needs of the Fire-Rescue and Police Departments.
- Developed comprehensive 10-year replacement and funding plan for the Fire-Rescue department's equipment and \$9MM apparatus needs.
- Increased revenues through delinquent EMS Transport billing procedures, EMS Transport fees and Fire Assessment rate adjustments.

*Public Services Department* **1999 to 2001**

- Acquired daily operational experience in Public Works & Utilities, including infrastructure repairs; capital planning; facilities expansion; establishing utility rates; water-wastewater treatment; distribution & collection systems; environmental services; engineering and architecture.
- Project manager for comprehensive hazard assessment required by US EPA, to address regulated chemicals used in our utility treatment facilities.
- Project manager for comprehensive analysis of the maintenance and operation of the sewer systems (pump stations, equipment, plants, etc.), as required by US EPA.
- Implemented a \$7.5MM utility meter replacement program for 60,000 meters, generating a 15% utility revenue enhancement.
- Developed stabilization plan and managed the \$275,000 redevelopment of a 100-year-old, abandoned, historic, community cemetery.
- Implemented a Community Transit Program, which involved 9 routes and 30,000+ annual riders, to areas of the city underserved by the county's Mass Transit system.

*City Manager's Office* **1992 to 1999**

- Performed strategic planning, policy formulation, citizen response and administration of interdepartmental projects.
- Established and operated a Homeless Safe Zone and worked with the County, business and residential communities to establish a regional Homeless Assistance Center.
- Organized public and private sector efforts to implement bus shelters, park & ride services, downtown circulators, week-end shuttles and other Downtown traffic mitigation & received \$1.7MM operating grant to assist in funding.
- Conducted pay equity study for 150 unionized job classes (representing 950 employee positions) as well as employee assessments, position audits and grievance deliberations for personnel in both the management and professional categories; Developed alternative, innovative and cost-effective strategies for service delivery, as a member of cooperative labor-management team.

**Bank Manager, Division Supervisor, Funds Control Clerk**

Manufacturers Hanover Trust Bank,

**5/1980-8/1991**

New York, NY

- Managed the daily department's operations (2,500 transactions, \$6BB, 25 employees), performing International Fund Transfers, Electronic Wire Transfers, and daily overnight investments in international overseas accounts.

**EDUCATION**

- Senior Executive Orientation (SEO) Program – Leadership Broward Foundation
- ICMA Senior Executive Institute – Univ. of Virginia's Darden Business School, Va.
- Credentialed Manager – ICMA Credentialing Program
- MBA - Financial Management, Pace University, New York, NY
- BBA - Corporate Finance, Pace University, New York, NY

**PROFESSIONAL AFFILIATIONS**

- ICMA - ACAO Committee, Ethics Committee, Conference Planning Committee
- FCCMA-Ethics Committee, Past President, President, Secty/Treasurer & Board Member
- Broward City & County Management Association (BCCMA)
- Miami Dade City & County Management Association (MDCCMA)
- Leadership Broward Foundation, Inc. (LBF) & Leadership Fort Lauderdale (LFL)

# Charles (Chad) Morris

Milton-Freewater, OR, 97862  
(850) 974-3833  
Cmorris6.wolf@gmail.com

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Westlake staff and recruiters

Thank you for the opportunity to apply for the City Manager position in Westlake. After reviewing the job description, it's clear that you're looking for a candidate that is extremely familiar with the responsibilities associated with the role, and can perform them confidently. I am familiar with the issues and concerns that accompany growth and operations in local government. Given your requirements, I am certain that I have the necessary skills to successfully do the job adeptly and perform above expectations.

I have a working knowledge of the challenges of water and wastewater utilities as well as electric utilities, and have worked with Public Works Department staff to address stormwater infiltration and drainage issues. I have a strong understanding of financial issues and their impacts on local government, and have developed and presented budgets to City Council. I am familiar with the operations of Public Safety, Public Works, and Leisure/Recreation Departments. I have extensive experience in the fields of procurement and technology. I have experience dealing with state and federal agencies as well. I have experience with labor negotiations, Project Management, and Land Use Planning. I also have experience writing and administering grants.

I am a results-oriented professional who has been recognized as proactive and competent by my co-workers and management. Over the course of my 25-year career, I've developed a skill set directly relevant to the City Manager role for which you are hiring, including government policy and regulations, government procurement and budgeting, and developing and leading teams to accomplish both short term and long-term goals. Overall, I have consistently demonstrated leadership, problem-solving, and communication abilities in every aspect of my roles at the City of Niceville and the City of Milton-Freewater. I invite you to review my experience and achievements in the attached resume or in personal conversation, as appropriate. I have completed a MPA and have 24 years of increasing responsibility, including more than 15 years in supervisory roles, in a local government environment.

After reviewing my resume, I hope you will agree that I am the type of competent and competitive candidate you are looking for. I look forward to elaborating on how my specific skills, abilities, and knowledge of municipal operations will benefit Westlake. I look forward to a discussion about the type of labor contracting you are doing in Westlake. It appears to be an innovative approach to operating a city.

Please contact me at (850) 974-3833 or via email at cmorris6.wolf@gmail.org to arrange for a convenient meeting time.

Thank you for your consideration, and I look forward to hearing from you soon.

Sincerely,

*Chad D. Morris*

Chad Morris

# CHARLES (CHAD) D. MORRIS

COMMUNICATOR • LEADER • COORDINATOR

## PROFESSIONAL PROFILE

Accomplished leader with more than 25 years of service in the public and private sector. More than 15 years of progressively responsible local government management experience. Demonstrates high level communication skills, the ability to think strategically, and political acumen. Values creativity, flexible thinking, and resiliency. Proficient at finding innovative solutions to challenges, developing relationships, and building and empowering teams.

## RELEVANT EXPERIENCE

City of Milton-Freewater, Oregon • May 2024 – present

**City Manager** -- Chief Administrative Officer for the City. Senior appointed officer, responsible for all day-to-day operational decisions and all personnel actions. Oversee all operational departments including Public Safety, Public Works, Administration, Finance, Library, Water, Sewer, Electric, Solid Waste, and Community Development. Facilitated Strategic Visioning process.

City of Niceville • Niceville, FL • 2001 – 2024

DEPUTY CITY MANAGER - 2023 – 2024, DIRECTOR OF PURCHASING - 2009 – 2024, DIRECTOR OF INFORMATION SYSTEMS- 2001 - 2024

**Deputy City Manager** -- Title became official in February 2023 to reflect duties performed for several years previous. Serves as strategic advisor for senior leadership, develops public-private partnership opportunities, represents the City when requested by management, and seeks to increase visibility of the organization. Involved in development, review, and presentation of annual city budget. Fosters relationships with stakeholders, senior leadership, and elected officials.

- **2001 - 2024 -- Information Systems Director** - Coordinates with Information Systems Department and other city staff to develop solutions that solve technology related challenges. Understands business processes of all municipal departments to implement appropriate resources.
- **2009 - 2024 -- Purchasing Director** - Establish proper processes to ensure that all applicable laws and requirements are satisfied. Monitors and understand operations and ongoing activities in all departments to assist in procuring needed goods and services.
- **2012 - 2024 -- Project Manager - Special Projects** - Lead teams to plan, budget, implement, and manage projects with multiple department involvement. Facilitates cooperation and scheduling within and between involved departments. Coordinate labor and material acquisition as required to successfully accomplish project goals.
- **2014- 2024 -- Grants management** --Manages some grants applied for by the City. Researches, plans, communicates, budgets, and evaluates grant opportunities as part of the grant team and process.

Master of Public Administration  
Management  
Troy University

B.S.B.A. Business Administration  
Accounting  
University of West Florida

## RELEVANT TRAINING

Certified Government Chief  
Information Officer Program

Administrative Law

Labor Relations Mediation and  
Negotiation

Organizational Analysis

Policy Formation &  
Implementation

Policy & Program Research

Governmental Budgeting &  
Finance

Personnel Management

FEMA/NIMS 100 & 200

## PROFESSIONAL MEMBERSHIPS

ICMA

OCCMA

NIGP

# CHAD D. MORRIS

COMMUNICATOR • LEADER • COORDINATOR

## RELEVANT EXPERIENCE - Continued

### Owner - SR Technologies

Milton, FL • 1998 - 2003

### Accounting Manager - Graves & Carlos, Architects and Engineers

Pensacola, FL • 1997 - 1998

### Lead Caregiver - Santa Rosa Community School - SRCSD

Milton, FL • 1988 - 1997

### Enlisted - US Army and US Army Active Reserves

1986 - 1990

## RELEVANT SKILLS

### COMMUNICATIONS

- Communicates professionally and effectively with staff, management, council members, and citizens to aid in task completion, project management, conflict resolution, and information dissemination.
- Proactively works with teams, departments, and outside consultants to create and execute work plans, budgets, performance metrics, and policies and procedures.

### PLANNING / BUDGETING

- Developed department plans for continuity of operations.
- Involved in city-wide budget development as well as individual departments.
- Developed policies and procedures for department operations.

### LEADERSHIP

- Understand and use delegation to increase productivity and efficiency.
- Utilize strategic thinking processes to research and evaluate potential solutions to needs or issues
- Able to develop creative solutions to opportunities and adapt to changing needs and situations.
- Team leader for signal team in US ARMY Active Reserves 1988-1990

### MAJOR PROJECT INVOLVEMENT

- Project Manager for Niceville Senior Center Construction
- Project and Grant Manager for John Sims Pkwy Median Beautification Project - FDOT grant
- Restore Act Grants lead for Niceville Landing land acquisition.

## Volunteer Work

- Niceville/Valparaiso Rotary Club  
(2018- 2024)
- Milton-Freewater Rotary Club (2024-present)  
Board member 2025-present
- Pine Terrace Baptist Church Treasurer  
Approx. 2000 – 2008

## BOARDS/COMMITTEES

- Central Gulf Coast Chapter NIGP  
President 2016-2017
- Florida Local Government Information Systems Association  
Northwest District Representative  
Board Member 2005-2014
- NIGP Best Practices Development Team. Team member for series of Best Practices documents on IT Procurement published by NIGP
- Oregon Municipal Electric Utilities (OMEU) Board member and Legislative Committee member
- OCCMA Scholarship committee

# Charles (Chad) Morris

Milton-Freewater OR, 97862  
Milton, FL 32570  
(850) 974-3833  
Cmorris6.wolf@gmail.com

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Lannie L. Corbin – Retired City Manager, City of Niceville  
(850) 585-5264  
[Lannielcorbin@gmail.com](mailto:Lannielcorbin@gmail.com)

David Deitch –City Manager, City of Niceville  
(850) 943-0435  
[ddeitch@nicevillefl.gov](mailto:ddeitch@nicevillefl.gov)

Webb Warren – Former Deputy City Manager, City of Destin  
(850) 630-6616  
[webbwarren@gmail.com](mailto:webbwarren@gmail.com)

Theresa Bauccio-Teschlog - Procurement Manager, City of Everett  
(425) 330-0168  
[TBauccio@everettwa.gov](mailto:TBauccio@everettwa.gov)

Mike van Zwieten - Executive Director, FLGISA  
(407) 509-2079  
[Mvanzwieten@flcities.com](mailto:Mvanzwieten@flcities.com)

Mike Odman – Mayor, City of Milton-Freewater, OR  
(541) 861-9136  
[Mike.Odman@milton-freewater-or.gov](mailto:Mike.Odman@milton-freewater-or.gov)

**From:** [Armani](#)  
**To:** [Public Records](#)  
**Subject:** Application – City Manager/Chief Administrative Officer | Armani Nelson  
**Date:** Thursday, October 23, 2025 3:41:28 PM  
**Attachments:** [Resume Armani.pdf](#)

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Dear Acting City Clerk Izquierdo and Members of the Westlake City Council,

I'm writing to apply for the City Manager/Chief Administrative Officer role. I am a results-driven leader with a Bachelor of Business Management (American Military University) and graduate study in Business Analytics, bringing a decade of progressive leadership across the U.S. Army/Marine Corps and civilian roles in operations, recruiting, and regulated financial services. I'm excited about Westlake's outsourced-services model and the opportunity to partner as an independent contractor to deliver innovation, fiscal discipline, and outstanding citizen service for a fast-growing city.

As a resident of Westlake, I've had the privilege of seeing firsthand the remarkable growth, strong community values, and family-friendly environment that make this city such an excellent place to live. I am deeply invested in Westlake's continued success and would be honored to help lead its next phase of development with integrity, efficiency, and innovation.

Why I'm a strong fit for Westlake's needs

- Outsourced services & vendor governance: Led contractor coordination and logistics at scale, including supervising and closing 2,400+ contract work orders supporting multi-facility operations; established SOPs and accountability rhythms with external partners to meet cost, quality, and timeline targets.
- Technology-driven efficiencies: Built and used analytics to track performance, workforce readiness, and service outcomes; implemented process dashboards that improved recruiting throughput to 150% of target in a highly competitive market; comfortable with data tools and automation to streamline operations.
- Operational stewardship & fiscal responsibility: Accountable for inventories and assets exceeding \$3M; managed procurement, compliance, and readiness standards; delivered measurable savings by standardizing training, maintenance, and supply chain practices.
- People, communication, and community: Nine years of public speaking and team development; hired, trained, and mentored cross-functional teams; negotiated with stakeholders; comfortable representing the City with residents, businesses, regional partners, and Tallahassee/Washington stakeholders.
- Municipal systems orientation: Hands-on experience aligned to finance (asset/budget stewardship), HR (recruiting, training, retention), purchasing/procurement, and project execution. I'm prepared to coordinate Westlake's finance, HR, purchasing, and land-development partners, set clear SLAs, and drive performance to Council priorities.



- Grants & appropriations readiness: Experienced navigating federal programs and compliance; I'm prepared to lead a focused plan to identify, apply for, and manage state and Federal grants/appropriations, partnering with Westlake's consultants and regional coalitions to bring outside dollars to priority infrastructure and services.

Westlake's founding commitment to streamlined governance resonates with how I lead: set clear outcomes, contract for the best capability, measure what matters, and communicate transparently. I welcome the chance to brief my 90-day plan—centered on vendor performance reviews, a simple public-facing dashboard, and a grants/appropriations pipeline—so the Council and residents can see immediate traction.

I've attached my resume. I would be honored to discuss how I can contribute to Westlake's next phase of growth. I'm available this week and next at your convenience.

Thank you for your consideration.

Respectfully,

Armani Nelson

West Palm Beach, FL

[armanishanenelson@gmail.com](mailto:armanishanenelson@gmail.com) | (337) 831-5848

# Armani Nelson

West Palm Bch, FL 33414  
[armanishanenelson@gmail.com](mailto:armanishanenelson@gmail.com)  
(337) 831-5848

## Professional Summary

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OBJECTIVE: Seeking new position.

Future-focused leader, investor, loan officer, and a loyal military professional that is multi- skilled and educated with a decade of supervisory and management experience. Bachelor of Business Management with a concentration in Human Resources and Retention.

MBA in Business Analytics at American Military University. A member of Phi Theta Kappa Honors Society. Experience in talent acquisition and retention both as a Soldier and as a Mortgage Loan Officer.

Has 4 years of investment experience and 3-years experience as a Mortgage Loan

Officer, Army Recruiter, Real Estate Investor, and Landlord. Equally capable of working alone or as a team member. Comfortable exercising initiative and problem solving. Qualifications and skills include:

- Leading Large groups • Networking • Delegation
- Business Negotiation • Multi-tasking • Real Estate Investor
- Secret Security Clearance • Marketing Focused • Mortgage Loan Originator

License (Louisiana & Florida)

## Work Experience

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### **Mortgage Originator**

United State Army Recruiter/Mortgage LO-Palm Beach, FL  
December 2023 to Present

- \$2,000,000 in loan origination in 2024
- Recruited 4 loan officers
- #Army Recruiter
- Recruited 16 Soldiers in 10 months which exceeding the annual sales quota by 60%

### **Recruiter**

U.S. Army-Palm Beach County, FL  
November 2023 to Present

As a United States Army recruiter, I received the gold badge within 1 1/2 years which constitutes roughly 24 enlistments. This is roughly at a rate of 150% of expected recruiting numbers in a highly competitive market.

### **Infantryman/11B, Army**

U.S. Army-West Virginia, U.S.  
May 2021 to Present

- 2 nd Battalion 4th Infantry Regiment • Louisiana, U.S. • May 2020- present

## **Head Quarters Supervisor**

U.S. Army-Fort Johnson, LA

December 2022 to December 2023

# Graduated ARC Army Recruiting College (11/2023)

# Updated Secret Clearance (12/2023)

- Inventoried, distributed, and tracked over \$3,000,000 in military weapons, optics, and technology for 2 nd BN 4 th Infantry Regiment Higher Headquarters Company.

- Was the supervisor for headquarters element and was charged with tracking all weaponry, communication equipment, and general supply equipment to sustain military operations for a company of 96 Soldiers.

# Graduate of American Military University with BA in Business Management with a concentration in Talent Acquisition and Retention (April 30, 2023)

## **Administrative Supervisor (Section Sergeant and Platoon Sergeant)**

U.S. Army

May 2020 to December 2023

- Led a team of 19 Soldiers for 24 days in operating a refugee camp (2500 refugees in Kuwait) during the Afghanistan withdraw of 2021.

- Delivered 180,000 meals to refugees in a time of crisis during Operation Over the Horizon

- Successfully lead 2 sections and 19 Soldiers through 630 hours of infantry team/truck training.

- Conducted 85 hours of ITAS missile delivery weapons system.

- Successfully supervise 3 rd Platoon D Company 2 nd BN 4 th Infantry Battalion achieving best platoon score for team training

## **Project Manager for Cadet Summer Training**

U.S. Army-Fort Knox, KY

May 2022 to August 2022

- Supervised and coordinated 2,400 contract work orders maintaining 7 three story buildings.

- Facilitated proper living conditions for over 1,000 military personnel.

- Built strong working relationships with contractors and developed SOP for future company events

#Licensed, Mortgage Loan Officer

- Closed on home loans totaling \$1,900,000 in first year as a mortgage loan officer

## **Student**

Honolulu Community College-Hawaii, U.S.

January 2020 to May 2020

- 4.0 GPA and member of Phi Theta Kapa

- Public Speaking 151, Business Writing, Math Theory,

## **Administration Supervisor (Squad Leader)**

U.S. Marine Corps-Honolulu, HI

January 2019 to February 2020

- Delegated 20 subordinates to successfully execute logistic support for 100% of missions resulting in promotion.

- Managed a complete and detailed inventory of all supplies facilitating a prepared workforce.

- Coordinated schedules, tasks, and all details required for 20 subordinates to participate in job simulation training for a total of 400 field hours resulting in the graduation of 120 students.

## **Infantryman/0352, Marine Corps**

U.S. Marine Corps-Hawaii, U.S.

December 2015 to February 2020

### **Team Supervisor (Vehicle Commander)**

U.S. Marine Corps

June 2017 to January 2019

- Supervised 5 subordinates during Jungle Warfare Training resulting in successful completion of 100% of events.
- Maintained \$23,000,000 in equipment producing millions of dollars in cost savings.
- Deployed to Japan for second time to perform assignments and supported multinational relationships resulting in six months of cultural experience and partnership building.
- Mentored 5 subordinates in preparation for an overseas deployment through a developed training plan which built a workforce that was prepared.
- Fostered an environment for subordinates that produced a pass rate of 95% for all measured tests and 100% pass rate for re-evaluations.

### **Missile Gunner**

U.S. Marine Corps

June 2016 to June 2017

- Collaborated with a total of 20 adjacent personnel to provide flexible support for a company of 150 personnel enabling the company to expand capabilities.
- Demonstrated an ability to thrive under a team and as an individual that expanded the team's efficiency.
- Networked with departments and organized equipment, 5 vehicles, and 20 personnel leading to the successful execution of over 2,000 hours.
- Deployed to Japan to perform assignments and supported multinational relationships resulting in six months of cultural experience and partnership building.

### **Infantry Marine**

U.S. Marine Corps

March 2016 to June 2016

- Acquired training in security and people reading tactics resulting in skill development and a heightened sense of situational awareness.
- Employed expensive and dangerous missile delivery systems ensuring mission readiness.
- Analyzed data on competition and learned counter measurements which grew personal preparedness.

### **United States Marine**

U.S. Marine Corps

December 2015 to March 2016

- Learned the institution's history and obtained a strong sense of loyalty that lead to a positive mindset.
- Obtained basic skills to react to a medical emergency that is vital to a safer work atmosphere.

## **Education**

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American Military University

January 2021 to Present

### **Master's degree in Business Management**

American Military University

BA in Business Management and MBA in n Business Analytics

## Skills

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- Data Analytics (3 years)
- Property Leasing (3 years)
- Investment Experience (10+ years)
- Military Experience (9 years)
- Public Speaking (9 years)
- Talent Acquisition (2 years)
- Team Development (9 years)
- Sales Experience (3 years)
- Recruiting (2 years)
- Property Management (3 years)
- Sales management (5 years)
- Project Management (9 years)
- Real Estate (3 years)

## Military Service

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### **Branch: United States Army**

Service Country: United States

Rank: Staff Sergeant

May 2020 to Present

Infantryman and Recruiter

### **Branch: United States Marine Corps**

Service Country: United States

Rank: Sergeant

December 2015 to February 2020

Infantryman

## Certifications and Licenses

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### **MLO License**

Selection Committee:

My name is Frederick “Rick” Stang. I am a veteran law enforcement officer, with over twenty years of service, including over 10 years as a supervisor or administrator. Currently, I am enrolled in the doctorate (PhD) program for public administration at Florida Atlantic University, and I recently earned my Master’s degree in Public Administration. During my graduate studies, I completed numerous courses related to public policy, budgeting, ethics, and leadership. My undergraduate studies were in public safety administration with an emphasis on disaster management. In addition to my college education, I have received training and certifications for leadership, supervision and management, investigations, instructor/trainer, policy creation and accreditation, field training officer, and many others throughout my career in law enforcement.

During my time in administration of the Ocean Ridge Police Department, I oversaw the entire agency of 20-25 sworn and civilian employees. I conducted budget management and preparation, managed our fleet of vehicles, participated in IT system upgrades and implementation, supervised daily operations, and was responsible for a re-write of the organization’s entire policy and procedure manual, based on industry best practices and Florida law enforcement accreditation standards. Additionally, I managed scheduling, conducted background investigations, and organized the recruitment, hiring, and onboarding process. I also assisted other Town divisions as needed – conducting clerical tasks for Town Hall and assisting public works with field projects.

I have a bold and outgoing personality, and I strive to form professional teams that can reach new heights and achieve new goals through collaborative efforts and changes to improve the organization, services provided, and benefits to the community. My greatest values are my ethics and integrity – I still believe in the adage, “My word is my bond.” I am not a ‘yes man,’ instead I possess the courage to support the leadership, assume responsibility for the organization’s mission, participate in organizational transformation, and challenge unethical behavior in a constructive way to prevent abuse. I can manage multiple projects simultaneously; meet deadlines and I hold myself and others accountable for good and bad outcomes.

My greatest passion is mentoring and coaching others to grow and develop so they can reach their full potential. I accomplish this through strong relationships built on trust and respect. I lead with a transformational/change management behavior that supports and encourages initiative, creativity, and the ability to adapt to an ever-changing environment. I believe in encouraging and developing staff in ways that will lead to employee retention and succession planning. When the commission/board, staff, and the community see us as truly motivated to make improvements, they will be more inclined to trust the work our team puts forth.

I fully support and recognize the impacts and attributes of technological advancements, which can provide helpful resources to assist with risk management, program development, and organizational planning. I have created online training programs, organized and led in-person multi-agency training exercises, and have been an adjunct instructor at the local police academy. I led and trained cross-functional teams, as a project coordinator in the development of a hurricane readiness strategic plan for the Town of Ocean Ridge. Additionally, I created and implemented operational hurricane plans for at least three deployment events.

I am a good fit for your organization and can be a dynamic partner for innovation and progress. I am driven to put the knowledge and experience of all staff members to work with the goal of increasing organizational efficiencies and outcomes for the communities served and the organization.

*Frederick Stang*

## Frederick “Rick” D. Stang III

rstang176@hotmail.com / 501-276-0484 / Royal Palm Beach, FL 33411

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### EDUCATION:

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#### **Doctorate (PhD) of Public Administration**

*currently enrolled* (anticipated completion) 2029

Dorothy F. Schmidt College of Arts and Letters

Florida Atlantic University

**Specialization:** Public Administration

**Relevant Coursework (to date):** Public Administration Theory and Artificial Intelligence in Government.

#### **Master of Public Administration**

December 2024

Dorothy F. Schmidt College of Arts and Letters

Florida Atlantic University

**Specialization:** Public Administration

**Relevant Coursework:** Leadership & Ethics, Change Management and Organizational Behavior, Public Policy, Public Finance, and Human Resource Management

#### **Bachelor of Public Safety Administration**

December 2021

Dorothy F. Schmidt College of Arts and Letters

Florida Atlantic University

*Magna Cum Laude*

**Emphasis/Minor:** Disaster Management

#### **Associate of Arts**

December 2018

Southeastern University

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### ACCOMPLISHMENTS:

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#### **Leadership:**

- Supervision of 20-25 police officers and civilian public safety employees
- Oversight of agency: special operations, investigations, support services, and patrol divisions.
- Screening and onboarding of numerous employee candidates and new hires, sworn and civilian.
- Management of a \$5 million agency budget.

#### **Training / Coaching:**

- Created, developed, and implemented organizational policies and procedures following professional standards and industry best practices.
- Mentored and coached junior employees with consistent discussion, feedback, and encouragement for professional and personal growth and development.
- Provided in-service and specialized training on a variety of topics to department personnel through classroom instruction and hands-on, practical exercises.
- Coordinated multi-agency training exercises and simulations for 40(+) personnel.
- Created, implemented and maintained a supplemental online training program for newly hired police officers that provided clarity and consistency for learning agency policies and standard operating procedures.
- Trained newly hired police officers to become self-sufficient, independent functioning officers.
- Instructed cadets in law enforcement basic recruit academy, specializing in high liability training.

## Frederick “Rick” D. Stang III

rstang176@hotmail.com / 501-276-0484 / Royal Palm Beach, FL 33411

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### PROFESSIONAL EXPERIENCE:

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#### Ocean Ridge Police Department

December 2013 to Present  
Ocean Ridge, FL

**Ranks / Positions held:** Captain  
Patrol Sergeant  
Patrol Officer

**Specialty Assignments:** Accreditation Manager  
Field Training Program Coordinator  
Internal Affairs Investigator  
Background Investigator  
Instructor  
Field Training Officer (FTO)

#### Allied Barton Security Services

February 2013 to December 2013  
West Palm Beach, FL

**Ranks / Positions held:** Security Site Captain

#### Hot Springs Police Department

September 2006 to December 2012  
Hot Springs, AR

**Ranks / Positions held:** Patrol Officer First Class  
Patrol Officer

#### City of Flippin Police Department

March 2004 to September 2006  
Flippin, AR

**Ranks / Positions held:** Patrol Officer

*Prior work experience predominately in construction and customer service related fields.*

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### CERTIFICATIONS:

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- Accreditation Manager certification from the Florida Police Accreditation Coalition.
- CPTED (Crime Prevention Through Environmental Design) certified practitioner.
- FDLE (Florida Department of Law Enforcement)
  - Law Enforcement Officer,
  - Line Supervision and Middle Management,
  - Instructor (General, Stop Stick, Emergency Vehicle Operations, and DUI Detection & Standardized Field Sobriety),
  - Investigator (General, Employment Backgrounds and Internal Affairs), and
  - Numerous other specialized law enforcement training certifications.
- FEMA Incident Command System (ICS):
  - IS100 – Introduction to Incident Command System,
  - IS200 – ICS for Single Resources and Initial Action Incidents,
  - ICS300 – Intermediate Incident Command System for Expanding Incidents,
  - ICS400 – Advanced Incident Command System for Complex Incidents
  - IS700 – National Incident Management System (NIMS), and
  - IS800 – National Response Framework.
- Human Resources certification from FAU College of Business.
- Public Ethics and Leadership certificate from Florida Atlantic University.



## Frederick “Rick” D. Stang III

rstang176@hotmail.com / 501-276-0484 / Royal Palm Beach, FL 33411

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### ***SPECIALTY SKILLS:***

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- Practiced public speaker, experienced in communicating with students, faculty, elected officials, community organizations, and citizens.
- Strong communication skills, both verbal and written.
- Proficient conducting research for policy and procedure creation.
- Skilled and knowledgeable investigator for professional standards (pre-employment/background and internal/administrative).
- Grew up in a family-owned construction equipment rental company where I learned customer service skills and numerous general maintenance, construction, and engineering themes and concepts.

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### ***PROFESSIONAL AFFILIATIONS:***

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ADSPA – Association of Doctoral Students in Public Administration

FCCMA – Florida City & County Management Association

FL PAC - Florida Police Accreditation Coalition

FPCA – Florida Police Chiefs Association

ICMA – International City Managers Association

PBC PBA – Palm Beach County Police Benevolent Association

Pi Alpha Alpha – International Honors Society for Public Affairs and Administration

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### ***PROFESSIONAL REFERENCES:***

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Trace Stevens - Town Manager, Town of Haverhill, FL: [tstevens@townofhaverhill-fl.gov](mailto:tstevens@townofhaverhill-fl.gov)

Richard Jones – Chief of Police, Town of Gulf Stream, FL : [rjones@gulf-stream.org](mailto:rjones@gulf-stream.org)

Jimie Titcomb – Town Manager, Town of South Palm Beach, FL : [jtitcomb@southpalmbeach.com](mailto:jtitcomb@southpalmbeach.com)

Kelly Avery – Town Clerk, Town of Ocean Ridge, FL : [kavery@oceanridge.gov](mailto:kavery@oceanridge.gov)

Jessica Simpson – Asst. Town Clerk, Town of Gulf Stream, FL : [jsimpson@gulf-stream.org](mailto:jsimpson@gulf-stream.org)

Gary Roy – Patrol Sergeant (Retired), Town of Ocean Ridge, FL : [sgtroy1031@gmail.com](mailto:sgtroy1031@gmail.com)

November 3, 2025

City of Westlake

I am replying in reference to the advertisement for the City Manager/Chief Administrative Officer position. I have been a proud Palm Beach County resident and have resided just South of Westlake for many years now- back when Seminole Pratt was two lanes and there were no streetlights. We are very happy to see the development.

**While the incorporation was successful due to the Seminole Improvement District (SID) and Mintos support, I believe Westlake needs to establish its own identity going forward and applaud your efforts to start that process and hope that I can help with those efforts.** From the local newspaper, I read that Lynne Ladner was selected as the new SID Manager. That is terrific news as Lynne has been an officer in the Palm Beach County Chapter of the FCCMA as well as the Town Manager at Ocean Ridge and several other locations so she brings a lot of City experience and insight to the process.

Local government experience in Florida includes Palm Beach County, several Cities, and special districts so I am very familiar with local government operations both small and large. Virtually every state has different laws, development regulations, processes, conditions, etc. so Florida experience would be extremely helpful to hit the ground running. **I am a current member of FCCMA, member of the Palm Beach County FCCMA Chapter, and eligible for ICMA membership and the credentialing program. I am also a Retired Air Force Officer with both a Bachelor's and a Master's degree in business administration.**

**As you are looking for your first City Manager, I would like to point out that I am the first appointed City Manager for the City of Moore Haven.** The City's Charter states both the City Clerk and City Manager are charter officers and are appointed and report directly to the City Council. The City only operated with a City Clerk for over 35 years, however when the City Clerk left on short notice the City was left in quite a jam. From a look at the records, everything had been on autopilot for some time. They hired a new City Clerk that did not have any government experience, and I was recruited to come over to get things going. We have made tremendous progress basically building everything, updating systems, processes, Code, Zoning, Economic Development, legislative and grant requests, Utility upgrades, etc.

**Westlake's incorporation was certainly a unique situation and I would like to point out a unique experience I had with standing up a new organization.** Palm Tran Inc. was formed as a 501c to become the transit department for the County to replace a previous contract operation (COTRAN). Operating as the transit department, Palm Tran Inc. also reports directly to the Board of County Commissioners much like the Solid Waste Authority. Palm Tran was formed to provide a grid connecting system to replace the point-to-point system under the previous contract operation. To handle this expansion required increasing staff from 200 to over 500 almost overnight, new union

representation, constructing a new Main Facility and a South County location, new buses, an explosion in new paratransit operations and services that occurred almost overnight. Was able to get multiple grants from the FTA for the expansion efforts.

**The “government light” concept is crucial to many different types of operations and functions. You are paying for just what you need, not for additional overhead you do not need.** From what I have seen from Westlake’s experience, the experienced and professional contract workers from SID helped the incorporation go smoothly and saved funding in the long run. Currently we have a contract Planner, Building Official, Engineer, Magistrate (Code), and contract with Glades County for police and fire services. In addition, this includes several organizations that employed professional contract personnel. I have worked with the Palm Beach County Sheriff’s contract at several locations and was instrumental in Greenacres moving to a contract with the Sheriff as the most cost effective and efficient services. At home we receive Fire and EMS services under the County’s Fire MSTU just as Westlake does.

I have been responsible for developing financial statements that were submitted and maintained yearly for the Certificate of Achievement for Excellence in Financial Reporting (COA) Program and responsible for developing and maintaining budgets awarded under the GFOA’s Distinguished Budget Presentation Award Program. **I would also recommend that for Westlake we look at the GFOA’s Popular Annual Financial Report (PAFR) as it is a concise, user-friendly summary of the City’s financial activities and health over the last year with year-to-date analysis. It can provide residents with a transparent view of where their tax dollars are going and the resulting impact.**

**At Moore Haven, through both legislative delegation requests and grant portals, we have been successful in getting \$35 million in funding from the State for septic to sewer conversions, \$15 million for Lift Station upgrades, and over \$15 million for expansion and upgrades to the Water and Wastewater Treatment Plants. For needed economic development, City enacted new Zoning and Future Land Use Changes creating a new Downtown Marina District to help promote and develop the City’s Marina.** From that Zoning change, the City was able to get an Economic Development Grant of \$5 million to do street reconstruction, drainage upgrades along with pavers and City’s logo at the intersections that give a distinctive streetscape theme. Due to the zoning changes, a developer recently purchased a 9-acre parcel in the Marina with a focus on a creating a “Recreation Destination” around the many opportunities that are available.

**While with the City of Belle Glade we received upwards of \$30 million through the legislative and grant process for road resurfacing, drainage, and related projects from FDOT, FDEP, Florida Inland Navigational District and others.** Since the City did not have an in-house Engineer, I served as the Project Manager for these projects. **With State’s approval of the new lease for the Belle Glade State Municipal Airport it has received or projected to receive more than \$40 million for projects from the Florida Department of Airports.** During this time, I was part of the team that put the

City in the best financial position ever with 100% of the annual budget in the Fund Balance reserves (rainy day fund).

I arrived at the City of Palm Bay during the housing boom with the City issuing over 500 single family permits a month as the City was doing major annexation to the South. **Building permits were recorded in the General Fund and since the building permit funds are restricted to use, we created an Enterprise Fund so allowable costs could be allocated, helping offset the impact on the General Fund. Also, fleet purchases were being budgeted through the annual budget process. We created a Fleet Services (Internal Service) Fund, went through all departments to determine where all vehicles were in their useful life and determined an annual lease charge. To fund the startup for immediate needs, restricted cash balances in some Utilities accounts were reclassified to unrestricted status with a loan to Fleet Services. Debt service schedules were developed to pay the loan with a market interest rate to the Utilities so there was not a negative impact to the Utilities.**

**Another unique experience was with the Lehigh Acres Fire Control and Rescue District. Through a highly contested but successful voter referendum, the District completed the full transfer from an ad valorem tax base to a 100 percent Non-Ad Valorem Assessment base. This was the first for an Independent Fire District in Florida.** The Special Fire Assessment allocates charges based on use- Residential, Commercial, Industrial, vacant land etc. not millage based on property values that can vary tremendously. Was awarded two SAFER (Staffing for Adequate Fire and Emergency Response) grants of \$25M from FEMA during this time. **Palm Beach County Fire has floated the idea through several organizations like the PBCLOC to look at moving from the current MSTU to Fire Special Assessments although it will take political support for it to happen.**

To expand on my Air Force experience, my last two assignments were to two Major Air Commands- Military Airlift Command and later Tactical Air Command. These would be similar to a Corporate Headquarters. The biggest responsibility was the transfer to contract operations wherever possible and keeping the public aware of funding needs, current programs, in addition to upcoming programs and projects. Required contact with other Commands, Air Staff, and as needed. Completed several overseas tours including Southeast Asia (3), the Azores, and served in Texas, California, South Dakota, Florida and South Carolina.

In closing, have all required FEMA certifications and personal experience with Hurricanes Hugo, Frances, Jean, Wilma, Irma, Ian, Milton, and many others along with numerous tropical storms. There are many Florida initiatives in process now: the Basin Management Action Plan (BMAP), Resiliency Planning, Mitigation, etc. Florida experience is extremely helpful with these programs and associated funding.

Sincerely,

*Larry Tibbs*



**LARRY TIBBS**  
16789 E. Cheltenham Dr  
Loxahatchee, FL 33470  
561-309-1307/let5159@yahoo.com

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## **EDUCATION**

M.A., Business Administration, Central Michigan University, Mt. Pleasant, MI  
B.S., Business Administration, Golden Gate University, San Francisco, CA

## **EXPERIENCE**

### **CITY OF MOORE HAVEN, FL City Manager (2021 to present)**

**First Appointed City Manager.** Provide full array of governmental services and enterprise funds. Responsible for Administration, HR, Finance, Budget, Purchasing, IT, Planning, Community and Economic Development/CRA, Permits, Five-Year Comprehensive/Capital Improvement Program, Code Enforcement, Public Works: Water (including WTP), Sewer (including WWTP), Electric, Warehouse, Sanitation, Stormwater, Parks, Streets, Risk (Self Insured Pool) and Grants

### **CITY OF BELLE GLADE, FL (2016 to 2021)**

**Asst City Manager (ACM). Responsible for Finance, Administration, Budget, Treasury, Purchasing, IT, Grants, Economic Development/CRA, Five-Year Comprehensive/Capital Improvement Program, Belle Glade State Municipal Airport, Belle Glade Municipal Golf Course, Torrey Island Campground. Risk (Self Insured Pool) and Grants.**

### **LEHIGH ACRES FIRE CONTROL/RESCUE DISTRICT (Special District), FL**

#### **Asst Chief/Director of Administration/Finance/HR/IT (2013 to 2016)**

Recruited for experience with Non Ad Valorem Assessment programs. Using recent legislation and through a successful voter referendum, the District completed the full transfer from an Ad Valorem tax base to a 100 percent Non Ad Valorem Assessment base to add financial stability and equalize charges by service level- residential, commercial, industrial, etc. Became the first Independent Fire District to accomplish this. Received two Staffing for Adequate Emergency Response (SAFER) grants to ensure service levels were maintained.

### **PALM TRAN Inc. (Transit Department) - PALM BEACH COUNTY, FL**

#### **Asst Exec Director-Administration, Finance, Contracts, and Human Resources/Risk Mgt.**

>Recruited for transition from a Contract Operation- COTRAN (Florida Transit Mgt, Inc.) to start-up of PALM TRAN Inc. Through two FTA grants, constructed the Main Facility and a Delray Beach facility. Led the agency's growth to almost 500 employees overnight and the transfer of union (ATU) oversight from the NLRB to PERC to reflect the agency's new status.

### **CITY OF PALM BAY, Palm Bay, FL**

#### **Asst City Manager/Budget Director**

>Responsible for planning and funding efforts for growth- 500 Single family permits month  
>Developed, executed, and reported for City's annual \$150 million operating and capital budget, and developed five-year annual capital improvement program of \$500 million.  
>Assisted major utility expansion including water and wastewater plants and infrastructure analysis for this fast-growing city (issuing 500 single-family permits a month), and grant administration/reporting.

**Also: CITY OF DELRAY BEACH** (First Stop in Florida, \$35M Bond issue for CRA Atlantic Ave Project, and assisted with All-America City Award) **and CITY OF GREENACRES, FL**

## **MILITARY SERVICE – US AIR FORCE**

### **HQ Air Combat Command, Langley AFB, VA (Formerly Tactical Air Command)- Converted to the Defense Finance and Accounting Service Deputy Director**

Led efforts within the 30 major Air Combat Command installations and Headquarters to transfer all services to a new consolidated Department of Defense Finance and Accounting Service (DFAS) structure. This included transferring to a contract/consolidated operation from a previous predominantly military and civil service operation for these installations. Coordinated and reported status with Federal Office of Personnel Management and other Federal levels as needed. Liaison to Air Staff and Defense Department as necessary.

### **HQ Military Airlift Command, Scott AFB, IL, Airlift Operations (Large Enterprise Fund)**

#### **Chief, Management Division**

- > Responsible for operations and staffing at 14 major Air Force installations employing a network of over 2,100 people with annual operating funds of \$8 billion (then).
- > Directed headquarters (corporate) staff, consolidated financial reporting for the command, prepared and reviewed training and support to over 175,000 people with operations worldwide.
- > Provided reporting to Command Staff, Air Staff and other Federal levels as needed.

### **OFFICE OF INSPECTOR GENERAL, HQ Military Airlift Command, Scott AFB, IL**

#### **Chief, Financial Inspection and Total Quality Improvement Team**

- > Conducted financial and operational assessments to assess the effectiveness of management for resources more than \$8 billion (then).
- > Implemented total quality management and process improvement programs at 14 major installations. Provided reports and meetings with Command staff, Air Staff and Department of Defense as required.

### **ACCOUNTING AND FINANCE OFFICE, Charleston, AFB, SC**

#### **Chief, Finance and Administration, Budget and Public Affairs Officer**

- > Supervised an office of 200 military and civil service employees accounting for \$800 million annually providing administration, finance, budget, payroll, financial reporting and accounting services for a 24/7 airlift operation.
- > As the Eastern Gateway, the Wing supported the Embassy and State Departments located in South America and Africa in addition to normal support and operations.

### **Lajes Field, Azores Portugal, three Additional Overseas Tours, Florida, Texas, California and South Dakota**

#### **Eastern Airlines, Miami, Florida**

- > Selected for one-year exchange program between Eastern Airlines and the Air Force as a management analyst at the corporate headquarters in Miami, FL

# Chandler F. Williamson, MPA, CPM

Telephone: 561-543-6612  
Wellington, FL

## Professional Profile

A dedicated professional in Public Administration with extensive experience in public sector management at the local, state, and federal levels of government. Seasoned executive in **budgeting, public policy, appropriations, growth management and land use, project management, outsourcing services, collective bargaining agreements, contract oversight/compliance, infrastructure management, strategic planning for municipal innovation.**

In addition, my portfolio includes extensive experience with the Florida legislature and leveraging elected officials and key stakeholders to secure funding streams involving infrastructure maintenance and projects.

## Municipal Strengths and Competencies

- Leadership & Performance Management
- Government Affairs & Public Policy
- Strategic Planning and Vulnerability Oversight
- Community Relations & Engagement
- Capital Improvement Planning
- Project Development
- Infrastructure/Project Management
- Legislative Appropriations and Funding
- State and Federal Grant Management

## Education and Qualifications

**DPA** Public Administration, (ABD) Licensed Real Estate Associate (FL)

**MPA** Public Administration

**BS** Political Science & Policy

## Career Summary

**4/2024 - 4/25 DEPUTY TOWN MANAGER (7 MONTHS) / TOWN OF PEMBROKE PARK, FL**  
**INTERIM TOWN MANAGER (5 MONTHS)**

**Jun 2021- 4/24 GOVERNMENTAL CONSULTING (STATE AND FEDERAL LEGISLATIVE ADVOCACY)**

**March 2015--**  
**May 2021 CITY OF PAHOKEE, FL,**  
**CITY MANAGER & LEGISLATIVE AFFAIRS OFFICER**

- Served as the Chief Executive Officer for all city departments and operations.
- Developed partnerships with State and Federal agencies for appropriations for projects utilizing state and federal funding. Fostered strong strategic relationships with key stakeholders, and elected officials in the Florida Senate and Florida House of Representatives.
- Coordinated joint infrastructure projects and partnership with Palm Beach County Commission and local Palm Beach County electorate for partnership appropriations.
- Strengthen the City's political effectiveness through direct engagement with legislative delegations, elected state officials (House and Senate), business stakeholders.
- Secured over \$19 Million (2015 -2021) in State Appropriations and Federal funds for local projects in stormwater, waste water, roads/streets, fleet equipment, and environmental research/protection.
- Coordinated joint partnerships with U.S. Army Corp of Engineers, South Florida Water Management District, and Florida Department of Environmental Protection (DEP) to address proper stormwater and Lake Okeechobee drainage projects and federal mandates.



- Managed the City's joint relationship with Palm Beach County Legislative Delegation, Palm Beach County Legislative Director and Staff on local policy and legislative agendas.

**2010-2014 VALDOSTA STATE UNIVERSITY PHD AND MPA PROGRAM STUDY**

**2008-2010 CITY OF FORT LAUDERDALE HOUSING AUTHORITY, FT. LAUDERDALE, FL  
Director of Community Relations and Research**

- Developed short term strategies and assisted in low-income tax credit redevelopment, planning, and land use programs.
- Managed the agencies legislative affairs process at the state and federal levels to secure appropriations.
- Served as the Lead Developer with U.S. Dept. of Housing and Urban Development (HUD) for access to federal funding and legislative appropriations for local housing development and provided policy analysis of industry.
- Monitor and analyze state legislation, political stakeholders, and regulatory proposals affecting development and investment.
- Built advocacy relationships with local, Florida legislature, and federal actors and private investors for the benefit of planning long-term and short-term policy goals.

**2004-2008 FLORIDA STATE SENATE, DISTRICT 29, FT. LAUDERDALE, FL  
Chief of Staff For State Senator**

- Served as Senior Policy Drafter and Administrator for state legislation (bills) and programs involving Government Oversight, Transportation and Economics, Health and Human Services, Community Affairs, and Health Policy.
- Managed the evaluation, development, and review emerging legislative initiatives.
- Liaison for priorities updates during Florida Senate Appropriations Committee Meetings and budget breakout sessions.
- Managed project priorities in Broward/Palm Beach District for (cities, colleges & universities, and non-profits) funding interests by advocating for favorable legislation, appropriations, and public policy.

**1988-1993 AIR FORCE NATIONAL GUARD, EASTOVER, SC  
Air Force Specialist (Honorable Discharge)**

- Flight and First Response Personnel Unit
- Served as a member of the Tactical Air Command, 169<sup>th</sup> Mission Support, F-16 Fighter Squadron.

**Local, State and Federal Advocacy/Relationships**

**Florida Senate**

**Sustainable relations with following Senate Staff/Committees;**

Staff Director for Senate Appropriations

Senate Appropriations Chair

Appropriations Committee on Transportation, Tourism, and Economic Development

**Florida House of Representatives**

**Sustainable relationships with following House Committees;**

House Budget Chair & Staff

Chair of Economic Sub-Committee

**Current Advocacy Relationships With State and Federal Agencies**

**Florida Department of Environmental Protection**

**Florida Department of Economic Opportunity**

**Florida Department of Transportation**

**U.S. Department of Transportation**

**U.S. Department of Housing and Urban Development**

**Federal Emergency Management Association**

**Chandler F. Williamson**  
**Benchmark Achievements/Work Products**

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Mr. Williamson tenured as the Chief Executive Officer for the City of Pahokee for nearly seven (7) years and recently in the Town of Pembroke Park. During this span the City/Town experience unprecedented growth, financial success, and capital infrastructure improvements. Upon exiting Pahokee in the Summer of 2021 Mr. Williamson provided a roadmap of secured partnerships for over \$19 Million for re-development, and infrastructure renewal. In addition, Mr. Williamson leveraged a \$25 Million-dollar public/private affordable rental housing project under the guidance of the USDA. In Pembroke Park, Mr. Williamson was the leading catalyst for reshaping department operations and team performance, while subsequently securing collective bargaining agreements for the newly created Police Department and leveraging new housing development projects.

Over his twenty-three (23) years in public service and government affairs he has maintained a standard of excellence, passion for service to others, and a commitment to integrity. Chandler's first call to service was in the United States Air Force and Air National Guard. Upon receiving an Honorable Discharge, Chandler has focused the remainder of his professional life in public service in local and state government. The following benchmarks and work products highlight the previous years as a City Manager and Deputy Town Manager/COO for two (2) municipalities.

**Town of Pembroke Park Work Products April 2024 – April 30th, 2025**  
**(Interim Town Manager & Deputy Town Manager/COO)**

1. Revised senior leadership vacancies and executed the hiring of several new directors in Building Department, Code Enforcement, Finance Department, Town Clerk, Public Works, and Community and Economic Development Department. **Completed September 2024 – November 2024**
2. Secured affordable housing projects under the live-local act to provide 250 new living units and homes for residents and Seniors in South Broward. **January 2025**
3. Created the Town's first (1<sup>st</sup>) Department of Community and Economic Development to align the Town's strategic planning initiatives with funding streams and infrastructure mandates. Updated the practices of grant research and grant oversight involving infrastructure and community programs. **October 2024.**
4. Streamlined and revised the Capital Improvement Plan (CIP). The CIP is currently budgeted to complete 2 major infrastructure projects within 24 months within a continuous 36 months' timeline over a 10-year cycle. **August 2024 - Current**

5. Updated the Town's Standard Operating Procedures (SOP) in the matrix of all departments to ensure acceptable practices in day-to-day operations, and performance management remain hallmarks in local government operations. **July 2024 – October 1<sup>st</sup>, 2024**
6. Executed the revisions of Performance Management and Annual Evaluation standards for departments, directors, and direct reporting staff with the assistance of an independent Human Resource Firm. **Completed October 2024**
7. Executed the completion of Town's initial **Stormwater Masterplan, Wastewater Masterplan, and Vulnerability Study** to compete for State and Federal Infrastructure funding to address aging infrastructure in Pembroke Park Communities.  
**Presented and Approved by Commission February 2025**
8. Negotiated and secured the Town's first Collective Bargaining Agreement for Pembroke Park's Police Department. Pembroke Park's CBA achievement is considered one of the most aggressive support platforms for law enforcement services for a small city in Broward County.  
**Agreement Signed March 2025**
9. Revised the Town's strategy of public engagement (lobbying protocols) to secure state and federal funding through the legislative process of Appropriations and Grant research.  
**Initiated and completed January 2025**

#### **Work Products for the City of Pahokee March 2015 - May 1<sup>st</sup>, 2021**

##### **Administrative Revisions/Management 2015-2018**

- Revised operation functions of purchasing and spending; and developed a three-tier fiscal approval for day to day purchasing and procurement for city department directors.
- Implemented a three (3) month study and revisions of Code Enforcement operations and Residential Ordinances to address blight and vacancy.
- Revised grant management oversight and research to ensure compliance with state and federal mandates. (state appropriations, federal grant allocations, and county grants)
- Revised the City's contract & bidding protocols to ensure fair and equitable practices were executed with external vendors and contractors, and to align with the city's procurement policy.
- Restructured the City's liability insurance procurement process; and reduce annual cost by 15% within 24 months of tenure.
- Re-organized city operations in Building, Planning, and Zoning and created the Dept. of Economic Development to support the aggressive mandates to mitigate a city with 25 years in infrastructure neglect.
- Revised City's debt funds/expenditures and cleared backlog of City's debt owned within **first 16 months** of tenure.

- Instituted a complete overhaul of the City's IT Network systems; obtained a cloud-based operation to secure sensitive city data and to mitigate external intrusions.
- Upgraded the City's aging financial software system (Black Mountain) and replaced with a modern software program to increase efficiency (GAAP), expedite bill payments, and expenditure closeouts.

### **Infrastructure and Capital Improvements 2015-2021**

1. Dredging and Renovation of Lake Okeechobee Marina and Public Lake Park Project.

Funded April/2016 for **\$1 Million**. Project **Completed May 2017**

2. Reconstruction of Stormwater and Utilities (East Main Place) to resolve

transportation safety in school zones. **\$3.2 Million**. **2016 Project Completed August 2016**

3. Local Street Resurfacing 2016-17, **\$210,000** (FDOT State Funds) **Project Completed 2018**

4. Glades Citizens Villa Stormwater Restoration 2020, **\$635,000** (FDOT State Funds) Project

**Completed November 2018**

5. Demolition Old Water Plant 2018 **\$ 560,000**, **Project Completed 2019 Funded by Palm Beach County**

6. Exterior Improvements Old Pahokee High School, 2018 **\$110,000**

**Project Completed November 2019**

7. Parks and Recreation Interior Building Improvements 2018 **\$67,000**, **Project Completed June 2020**

8. U.S. Department of Transportation Grant Award of Vehicles (Passenger/Tour Bus in value of **\$134,000**)

9. Brownfields Research Grant, Awarded July, 2019 by U.S. Department of Environmental Protection . ( DEP Grant Award **\$300,000** for Research)

10. Marina and Campground Upgrades and Infrastructure Renovations 2018 **\$2.2 Million (DEO, State Funded) Project Completed May of 2018 and April of 2020**

12. Renovations of City Football Field to Field Turf 2019 **\$700,000** (Local Sales Tax Funds)

**Project Completed December 2019**

12. Awarded Blighted Community Grant for Demolition of Old Hospital, 2019 **\$450,000**

**Project Completed November 2020, Awarded by Palm Beach County SWA**

13. Secured Public/Private Partnership in October of 2020 for **\$15,000,000** Affordable Housing Construction slated for **January 2023 Initial Start-Up (Project is 80% Completed)**

14. Glades Resurfacing Phase III, 2013 - 2020, \$210, 000 Revolving (FDOT State Funds) **Project Completed 2020**

15. Demolition of Old City Hall 2020 **\$350,000** (Local SWA Funds) **Project Completed August 2020**

16. Completed Reconstruction of Sewer and Water Line Replacements for City with partnership with Palm Beach County. \$6 Million **Project Completed June 2021**

17. Reconstruction of Barfield Highway/Stormwater Drainage, July of 2020, **\$4.5 Million** (FDOT State Funds) (**\$500,000** County Award) **Project Completed 2024**

18. Revitalization of Parks and Recreation Gymnasium, HVAC, and Lighting, Parking **\$4.5 Million Completed/Grand Opening February 2021**

20. East Lake Village Stormwater Improvement September of 2020, \$750,000 (**DEO State Funds**) **Completed October 2022. Commissioners Park \$650,000 Project Completed June 2020**

21. Awarded \$1.1 Million FDOT SCOP for Reconstruction of McClure Road Sept. 2020 (**Project Currently in Engineering Phase 2024**)

22. Secured Public Private Partnership/ Private Investor for renovations of Historic Pahokee High School conversion to new City Hall. **February 2021**, (Project awaiting local matching funds by City)

\*All projects were secured through external funding streams independent of General Operating Funds/Community improvement Funds. Funding streams consist of appropriation from the following;

- Florida Legislature Appropriations
- PB County Grants and Partnerships
- U.S. Federal Agencies (HUD, U.S. Department of Transportation, U.S. Dept. of Commerce, U.S. Department of Environmental Protection)
- Open Competitive Allocations/Grants

## **Professional/Personal References & Endorsements**

### **Chandler F. Williamson, MPA, CPM**

1. Jordan Connors, Principal, Resource N.A. Inc.  
904-206-1604  
jordan@jordanconnors.com
2. Jamal Sowell  
Former Florida Secretary of Commerce and CEO of Enterprise Florida  
407-276-2589  
jamalsowell@gmail.com
3. Tory Alston, President & CEO, Broward College  
954-854-8242  
ToreyAlston@yahoo.com
4. Nikkie Austin-Shipp  
Executive Director/CEO  
Florida Business Council
5. Mayor Stanley Stallworth, Esq.  
City of Evergreen, AL  
312-852-9669
6. Todd Bonlarron  
Assistant County Administrator, Palm Beach County  
561-310-7832
7. Chief Dan DeCoursey, Chief of Police, Pembroke Park, FL  
904-334-1064  
ddecoursey@pdtppfl.gov
8. Vice Mayor Tasha Murvin, City of Pahokee  
772-647-0267
9. Commissioner Benny L. Everett, III, City of Pahokee  
561-685-6767
10. Sean Pittman, Esq.  
Pittman Law Group  
772-215-1500

### **Professional Organizations & Affiliations**

- Florida League of Cities (Former Committee Member)
- Florida City/County Manager Association (FCCMA)
- National League of Cities (NLC)
- American Association Municipal Executives
- Palm Beach United Way Board of Directors ( Former Board Member)
- Palm Beach United Way (Community Impact Committee)
- Palm Beach City/County Managers Association
- Palm Beach League of Cities
- Broward League of Cities

### **Endorsements**

1. Commissioner Bobby Powell, Palm Beach County
2. Dr. Laurie George, CEO United Way of Palm Beach County
3. Kelly Smallridge, Executive Director Business Development Board (BDB)
4. Chief Dan Decoursey, Police Chief Pembroke Park, FL
5. Mayor Keith Babb, City of Pahokee, FL
6. Honorable Bobby Debose, Former State Representative, Florida House of Representatives