



**THE TOWN OF KENNETH CITY, FLORIDA
SPECIAL COUNCIL MEETING
PUBLIC NOTICE**

The Council of the Town of Kenneth City will meet at Community Hall, located 4600 58th Street North, Kenneth City, Florida to discuss the agenda items of Town business listed at the time indicated below.

6:00 PM	July 30, 2021	Community Hall
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- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Roll Call
- D. Public Comment – *formerly called Open Forum* (limited to 3 minutes)

Please state your name and address for the record. Public participation is encouraged. If you are addressing the Council, step to the podium and state your name and address for the record.

Public comments can also be submitted by email to the Town Clerk at Town57@kennethcityfl.org, written comments must be received by 4pm on the day of the meeting, and will be read aloud during the meeting. Please limit your comments to 400 words as the comments are limited to three minutes.

- E. Town Manager Interviews
- F. Action Agenda
 - 1. Town Manager Selection
- G. Mayor/Council/Attorney/Manager Comments
- H. Adjournment

Any person who decides to appeal any decision of the Town Council with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the Town Clerk to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporting firm and bear the resulting expense. In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation in order to participate in this meeting should call 727-498-8948 or fax a written request to 727-498-8841. www.kennethcityfl.org

Randy Mora

From: Billmv8611 <billmv8611@aol.com>
Sent: Monday, June 21, 2021 7:31 PM
To: Randy Mora
Subject: Fwd: KC MANAGER APPLICATION
Attachments: William Vance - Kenneth City TM1 Cover Letter .pdf; William Vance Kenneth City Resume TM .pdf

Thanks for your assistance Town Attorney Mora! Please confirm successful arrival of my attached TM application documents for Town of Kenneth City.

I remain at your service!

William Vance

-----Original Message-----

From: Billmv8611 <billmv8611@aol.com>
To: Billmv8611 <billmv8611@aol.com>
Sent: Mon, Jun 21, 2021 7:27 pm
Subject: KC MANAGER APPLICATION

June 20, 2021

Mr. Randy Mora, Town Attorney
Town of Kenneth City
6000 54th Avenue North
Kenneth City, Florida 33709

Dear Town Attorney Mora,

I have been recognized as an ICMA certified local government manager in good standing since 1994. Since the start of my career, I have successfully managed five (5) local governments in North Carolina, Virginia, Florida, and Ohio with each one being much stronger financially at the conclusion of my tenure than it was upon my arrival.

My local government management philosophies focus on Team professionalism, continual improvement ideas, adherence to chain-of-command, positivity, common sense, professional accountability, employee development, employee safety, great customer service, and guaranteeing public returns for every specific public investment made.

My local government management priorities center around maintaining active and factual lines-of communication between the Town Manager's Office and Town Commission, Department Heads, and Town Residents we collectively serve. Keeping a clean community, providing great customer services, protecting property rights, elevating property values, inclusive planning practices, and ensuring responsive, well-funded, emergency services are also high on my local government management priority list.

My local government management strengths include the attraction of economic development investments via a variety of economic development incentives supported by can-do development (planning, building, engineering) department services. Additional investments may require additional water and sewer capacities, expanded treatment facilities, and the physical infrastructure necessary to support growing communities. I have helped elected policy makers fulfill all such responsibilities throughout my career.

I have worse-case weather experience avoiding chaos and restoring hope immediately following multiple Florida hurricanes (and a tornado) during the preparation for and timely clean-up after. My weather disaster experiences include FEMA.

I would welcome an opportunity to interview and remain at your service!

Respectfully Submitted,



William (Bill) Vance

William M. Vance

1907 Salt Lick Drive
Lancaster, Ohio 43130
Cell 614-315-2102
billmv8611@aol.com

QUALIFICATION SUMMARY

- 25 years of lead local government management experience with significant achievements in fiscal management and across-the-board local government infrastructure improvements. Many years of local government management remaining.
- Successful experiences in budgeting, project management, planning, finance, capital improvement, recruitment, personnel supervision, training, and public relations.
- Innovative, common sense leader with outstanding ability to positively motivate people and maximize available resources to achieve short- and long-term goals. ICMA certified local government manager with uninterrupted good standing since 1994. Managerial strengths over local government management career focused on maintaining active lines of accurate communications with elected leadership and citizens concurrent to providing high level of responsive managerial services to same. Collectively beneficial communication and coordination with regional and State partners accomplished.

PROFESSIONAL EXPERIENCES

CURRENT – WMV, LLC Local Government Management Resources (February 2021-)

TOWN MANAGER, Town of Lauderdale-by-the-Sea, Florida (March 2019 - January 2021) In LBTS created a professional local government organization of 38 employees serving 6,000 residents and in excess of 10,000 residents during winter season. LBTS Town Manager's Office responsible for guaranteeing direction and necessary oversight to Planning and Development, Finance, Transportation & Marketing & Events, Town Clerk, Human Resources, Public Works, Risk Management, Town Engineer, CIP Infrastructure and Facility Project Administration, Building Permits, Code Enforcement, Parks and Recreation, Community-wide beautification maintenance efforts including provision of successful daily municipal litter collection & downtown/beach sanitation disposal services. Establishing and maintaining active communication between Town Manager and elected officials and management Team guarantees efficient town operations and the ability to document organizational performance levels and professional accountability.

Selected 3/2019-1/2021 Town of Lauderdale-by-the-Sea Achievements

- *Created can-do attitude in community whereby finding legal ways to say "yes" responsibly post-March 19, 2020 became the regionally well-known and practiced goal of LBTS Town Staff. LBTS Administration upgraded key heavy traffic portions of downtown LBTS electrical grid, trash services, business permitting, and responding to periodic water deficiencies.*
- *Made public safety/employee safety/Staff development amongst highest of administrative priorities. Started Town's 1st employee Safety Committee prior to COVID. Meetings monthly with all Town departments represented.*
- *As LBTS-TM restored negotiations necessary to raze and remove prominent 5 story (condemned) Old Holiday Inn Beach Hotel whose dangerous*

condition had been a topic of discussion in LBTS for previous 7-10 years. The comprehensive and complete clean-up of this site done at property-owners expense. Removal of this historic, dangerous, and regionally famous LBTS commercial blight immediately provided best new development site in-Town and significantly enhanced values of surrounding commercial and residential properties.

- *Co-managed design/construction of \$250K Friedt Rec Park Improvements.*
- *Administrated coordination of design/permitting and implementation of \$1.1M investment involving long awaited Terra Mar (inter-coastal island) stormwater piping improvements set to conclude March/April 2021.*
- *Stimulated redesign of regionally beneficial septic-to-sewer improvements benefitting LBTS, Pompano Beach, Ft. Lauderdale communities. If directed by LBTS Town Commission this project now ready for bid.*
- *Administrated coordination of regional negotiations between Pompano Beach, Ft. Lauderdale, and LBTS to activate 16" water-line connecting Pompano Beach and Ft. Lauderdale water utilities. This currently uncharged 16" water-line runs through LBTS (along A1A) and will provide additional (currently non-existent) emergency fire protection and (when necessary) potable water resources to thousands of property owners in LBTS upon 2021 execution of inter-local agreement.*
- *Initiated highest Town Commission priority (identified in LBTS-TM position opening advertisements in 2018/2019) which remain to be the historic ocean corridor El Mar Transportation Improvements.*
- *During my tenure, LBTS-TM, Town Administration, and Finance Staff secured \$2M in documented Broward MPO/Federal grant support for ocean corridor El Mar paving, sidewalk, stormwater, lighting and pedestrian improvements politically in the works for the last 8-10 years. Town CIP reserves & MPO grant funds to start project remain available and set aside within LBTS CIP account.*
- *Professionally updated/re-organized Human Resources organizational chart, classification plan and competitive salary ranges, and LBTS job descriptions with the assistance and involvement of every Town employee and adoption by Town Commission.*
- *LBTS-TM, Town Administration, and Finance Staff secured \$598K in Federal COVID Cares grants courtesy of comprehensive application process administrated by Broward County, Florida. Federal Cares money covered law enforcement, facility maintenance, and downtown spacing requirements associated with pro-active LBTS response to COVID public safety needs.*
- *LBTS total CIP-GF fund balances increased from \$18M-\$24M; 3/19-1/21.*
- *Initiated plan-of-action necessary to make way for 2021 Beach re-nourishment efforts.*

CITY MANAGER, City of Pickerington, Ohio (7/1/10 – 5/31/18)

Managed professional organization of 90+ employees that served 20,000 residents. City Manager's Office responsible for providing managerial support/supervision to Finance, City Engineer, Police, Public Works; Water, Sewer, Streets, Parks and Recreation, Development Services, Economic Development, Building Inspections/Code Enforcement and Human Resources/Risk Management Departments. Community-wide beautification effort including daily City-wide litter collection efforts. Proponent of leading by example through the routine provision of positive and visible results concurrent to providing highest levels of municipal customer service.

Selected 2010-2018 City of Pickerington Achievements

- *Successfully re-created Team concept and professionally operating local government organization where serious professionals are provided the support resources these employees need to ensure their success and in doing so the continual improvement of our local government and those it serves.*
- *Initiated individual multi-Staff supported development services meeting opportunities for potential local or outside investors designed to expedite investment in Pickerington. Goals to prioritize the collective negotiation of ways to say yes as opposed to no using necessary guidance from City Land-Development Regulations.*
- *Since July 2010 supported and coordinated responsible commercial and residential development activities exceeding \$260 million dollars to include the \$40M OhioHealth Medical Campus. Pickerington also actively serves/accommodates a 90% commercial retail occupancy retention rate.*
- *City sponsored Olde Village (Downtown Revitalization) public/private matching grant program stimulating exterior improvements to Main Street commercial properties.*
- *City established numerous TIF (tax incentive financing agreements in support of maintaining and providing for infrastructure improvements to sustain City-wide development (OhioHealth). CRA incentive experience as well.*
- *Led efforts to successfully bring together 6 Central Ohio, City/County Utilities to regionally negotiate individual multi-year water tank maintenance programs with the benefit of predictable fixed annual costs.*
- *Established 1st City Employee Safety Committee. Established 1st City Risk Management Committee chaired by 1st ever City Risk Manager.*
- *Managed multi-million dollars of water, sewer, storm-water projects.*
- *Comprehensive revision of City Land-Use Regulations (2013/2014)*
- *City successfully pursued and obtained \$15M in ODOT Federal Transportation Safety Grant Funds to expand and enhance regional thoroughfares in Pickerington.*
- *Transformed City Development services utilizing contractual inspection and plan review services whereby building and engineering departments provided highest level of development support services possible paid for by developers and not taxpayers.*
- *Maintained stream-line City operations with CM providing active support role.*
- *City established annual \$1M neighborhood paving program since 2015.*
- *No property or income tax increases since 2000 yet City General Fund reserves have increased from \$2M in 2010 to \$5.8M at conclusion of 2017 fiscal year.*
- *Led Team that negotiated historically significant 5-year trash contract and reduced residential trash rates courtesy of regional partnership with neighboring Village of Baltimore.*

TOWN MANAGER, Town of Lady Lake, Florida (3/1/04 – 10/09)

Managed professional organization of 100+ employees that served 14,000 residents, whose local government priorities centered on the provision of timely and efficient customer service concurrent to perpetual maintenance of professional accountability. Administered annual \$20M dollar budget: General, Utility & Special Revenue Funds. Administered Town provided services & Town contracted services included growth management – land use & commercial design standards negotiations, police, library, parks and recreation, streets, water, sewer, building inspections, solid waste and curbside recycling programs, active code enforcement, ongoing beautification and daily town-wide litter collection & the maintenance of an active democracy where anything is

possible, and one person's idea can make a difference. Ensured responsible development activities maintained via establishing mutually beneficial and pro-active business relationships with St. John's River and Water Management District (negotiated 20-year Consumptive Use (Water) Permit w/Florida Department of Community Affairs.

Selected 2004-2009 Town of Lady Lake Achievements

- *Creation of Team concept and introduction of professional accountability concurrent to re-establishing community pride – local governments must lead by example. Organizational foundation based upon professionalism.*
- *Successfully planned for response and then responded to aftermath of two hurricanes and one tornado (Ground Hog Day 2/2/07) services which included expedited debris removal, due to multiple debris contractors on retainer and under contract for immediate response following worse-case scenario weather events, and achieved 90% FEMA reimbursement rate, or approximately \$2M in debris removal costs reimbursed by FEMA to Lady Lake between 2004-2007.*
- *Administrated the construction of an ever-expanding wastewater treatment plant and the installation of 21,000 plus linear feet of water, sewer, reuse trunk line extensions to serve previously unserved commercial corridors.*
- *Negotiated public-private responsible development partnerships whereby private development interests successfully invested in excess of \$1M into tax base enhancing CR 466 utility trunk line extensions and concurrent water/sewer capacity treatment upgrades.*
- *Enticed and provided foundation for realized high-end commercial development activities in excess of \$100M.*
- *Instituted commercial design standards and water friendly landscaping requirements whereby the expansion of Town commercial tax base was complimentary to pre-existing historic in-town commercial developments.*
- *Fraternal Order of Police Labor Contract negotiation/contracts negotiated.*
- *Successfully applied for and established 1st Tree City USA Designation via National Arbor Day Foundation.*
- *Administrated \$600K plus in local road improvements*
- *Establishment of Solid Waste Roll-out Container and Curbside Recycling Services.*
- *Commercial Development generated \$1.5M in Supplementary School Construction Impact Fees.*

TOWN MANAGER, Town of Luray, Virginia (2/00 – 9/03)

Responsible for all planning and operations for this town of 4,800 residents. Supervised a staff of (30+) full-time and part-time employees. Administered annual \$6M budget, which included General, Water & Sewer Funds. Town provided services & contracted services included: land use-planning, police, recreation, public works, water & wastewater treatment, economic development, significant annual paving improvements plus aggressive sidewalk installation, local cable access channel, active code enforcement, ongoing beautification & daily town-wide litter collection.

Selected 2000-2003 Town of Luray Achievements

- *Creation of team concept, re-introduction of accountability in local government, community pride.*
- *Increased fund balance reserves from \$1.8M (2/00) to \$3.5M (7/03).*
- *Enhanced Town employee compensation & benefits to competitive levels, instituted*

needed job descriptions and updated pay plan. Doing so improved employee moral, attention to detail, accountability, and production.

- *Since 2/00 contributed to Luray successfully attaining & utilizing \$736K from VDOT in TEA-21 (80/20) Matching Enhancement Grants which have funded an ongoing restoration of Luray's historically recognized train depot station concurrent to the completion (6/03) of sidewalk improvements on First Street.*
- *Initiated comprehensive Downtown Revitalization Activities; in 2003 attained \$25,000 CDBG Planning Grant geared towards Luray receiving anticipated \$750K-\$1M in 2004 CDBG Downtown Revitalization Grants – Coordinated Luray's 2003 Downtown Historic District Designation as recognized by Virginia's Department of Historic Resources and the National Register of Historic Places – Coordinated Luray's 2002 formal affiliation with Virginia's Main Street Program.*
- *Creation of Luray Economic Development Committee that meets monthly and stimulates progressive local economic development and the retention of existing commercial and industrial businesses/jobs. This Town Committee instituted first Luray Farmers' Market (3/03).*
- *Creation of Luray Tree & Beautification Committee which meets monthly and coordinates ongoing attempts to improve community quality of life through progressive beautification and tree planting efforts. This Town Committee coordinated Luray's 3rd annual recognition as a Tree City USA concurrent to scheduling and hosting Annual Luray Arbor Day Celebrations since April 2000.*
- *Appointment of Town's first Safety Officer to administer Luray's first Safety Program which was recognized in 2003 by the Virginia Municipal League for its related merits.*
- *Coordinated all aspects (engineering, financing, construction) of \$1M worth of previous (2000-2003) water and sewer improvements which included waterline installations, gravity sewer extensions, sewer pump station replacement/upgrades plus telemetry equipment. Infrastructure improvements included an additional \$750K in water system improvements which included water (trunk line) installation and construction of new booster pump station necessary to improve water quality and fire protection in western and eastern Luray.*
- *Initiated design of \$1.5M Town Hall Restoration Project.*
- *Recreational greenway project funded utilizing DCR grants.*
- *Established numerous professional resources within Virginia's Economic Development Partnership, Department of Environmental Quality, Department of Conservation & Recreation, the Virginia Resource Authority, USDA-Rural Development, Virginia Department of Housing and Community Development & Virginia's Department of Historical Resources.*
- *Coordinated creation of Luray's first website @ townofluray.com.*

TOWN ADMINISTRATOR, Town of Franklinton, North Carolina (7/94 – 2/00)
Responsible for all planning and operations for this town of 2,200 residents.

Selected 1994-2000 Town of Franklinton Achievements

- *Creation of team concept, re-introduction of accountability in local government, community pride.*
- *Increased fund balance reserves over 400% (\$200K to \$800K).*
- *Successfully coordinated passage of \$1.25M Bond Referendum in 1995 to make major water and sewer improvements (new sewer pump stations, sewer main outfall line installations, water treatment finished water storage improvements i.e. new clear well-pumping station).*

- *Successfully attained in excess of \$1M in water and sewer grants from North Carolina's Revolving Loan/Grants Program (1998-2000).*
- *Initiated Curbside Recycling utilizing NC Solid Waste Grants to do so.*
- *Appointment of Franklinton's first ever planner-assistant administrator position to enhance local permit and code enforcement assistance.*
- *Creation of Franklinton Economic Development Committee which administrated pro-active downtown revitalization activities utilizing matching grant funds obtained from local industry dedicated to exterior and interior downtown building improvements.*

ASSISTANT TO TOWN ADMINISTRATOR, Town of Franklinton, NC (10/93 – 7/94) Began as a student intern, and then hired as a permanent employee. Oversaw code enforcement, served as community service supervisor, and as a grant writer.

EDUCATION

APPALACHIAN STATE UNIVERSITY (Boone, North Carolina)
B.S., Political Science Major, Public Administration Concentration. Land-Use Planning Minor (1992)

DURHAM JORDAN HIGH SCHOOL, Durham, NC (1986)

CHURCH

FAIRFIELD CHRISTIAN, Lancaster, Ohio

PROFESSIONAL REFERENCES

The Honorable Lee A. Gray
Mayor of Pickerington, Ohio
614-565-4282

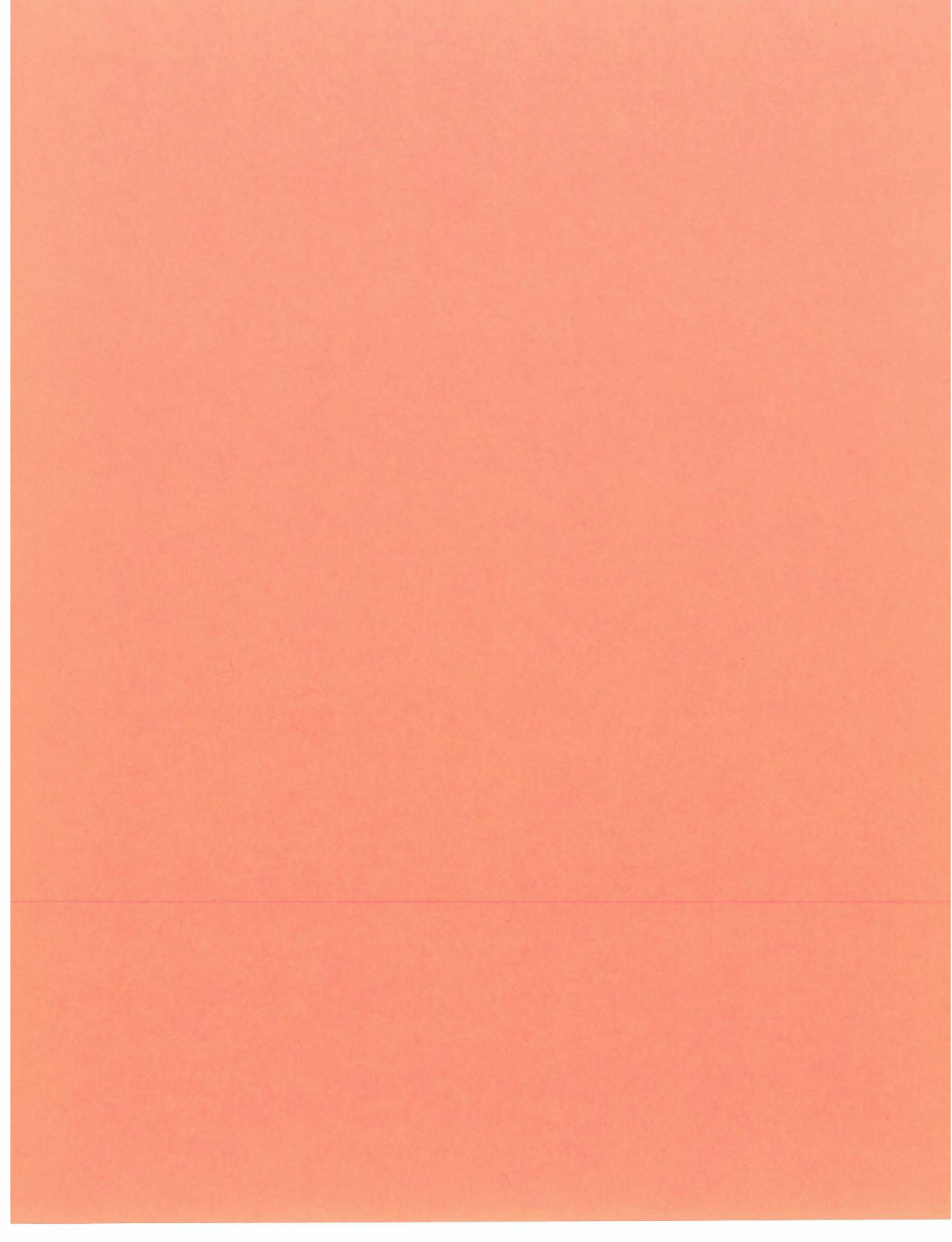
The Honorable Jeff Fix
Fairfield County Commissioner/former Councilman President of Pickerington, Ohio
614-668-3881

The Honorable Jerry Schiro
Vice-Mayor & Town Commissioner of Luray, Virginia
703-474-3969

The Honorable Larry J. Kearney
Former Mayor Franklinton, North Carolina
919-426-3527

The Honorable Ruth Kussard
Town Commissioner of Lady Lake, Florida
352-348-4510

The Honorable Elliot Sokolow
Town Commissioner of Lauderdale-by-the-Sea, Florida
954-599-5800



Randy Mora

From: Peter Cavalli <southtampatraining@outlook.com>
Sent: Friday, June 18, 2021 6:01 PM
To: Randy Mora; rmora003@gmail.com
Subject: KC MANAGER APPLICATION
Attachments: Cavalli - Cover Letter.docx; Resume (2021) - Peter Cavalli.docx; Gotwalt - Personal.docx; Del Mastro - Personal.docx; Dean - Professional.docx; Bryant-Professional.pdf; Bogner-Personal.docx; Davis-Professional.docx; Lunsford-Professional.docx

Please accept this email as my official submission for consideration regarding the Town Manager position for the Town of Kenneth City.

Respectfully,

Peter Cavalli, MPA

April 20, 2021

Dear Town of Kenneth City - Mayor, Council and Selection Committee:

I recently learned of your opening for a Town Manager, and I am writing to submit my resume for consideration. As someone with 10 more than 10 years of experience in municipal service and another 10 years of experience teaching in the field of municipal service at all levels and specializing in the sub-field of public works. I believe I am ready to take on the duties and responsibilities of a Town Manager. Furthermore, my experience was developed locally in the Tampa Bay area (including multiple Hurricanes).

My professional experience includes listening to the concerns of the citizens, stakeholders and members of the management staff of two local municipalities (St. Pete Beach and Belleair Beach) and then working with elected officials and administration to get their concerns addressed. The concerns often revolved around public works, utilities, emergency management, and the use of facilities.

Later, I taught Public Works Administration, Local Government, Division-Specific classes and numerous certification programs through Pinellas Technical College's Public Works Academy (the oldest and most recognized academic institution of its type).

This teaching involved a wide range of pertinent topics pertinent and many relevant certifications from such organizations as FEMA, OSHA, Florida Dept of Environmental Protection, Florida Dept of Transportation, Pinellas County, American Safety & Health Institute, American Heart Association, Florida Division of Emergency management, DHS, and several others. I think my unique experience in both in the management of municipal services, mentorship, and education position me to be an excellent candidate for this position.

The following is a list of my most relevant accomplishments and qualifications.

Earned Master's Degree in Public Administration, BS in Environmental Science and Policy and BA in Political Science all from the University of South Florida

Acted as a central contributor in the change of the municipal governance structure of the City of Belleair Beach as it transferred from a strong mayor form to a council/manager form of government much as the Town of Kenneth City has in previous years.

Involved to differing degrees with the construction of two City Halls (St. Pete Beach and Belleair Beach)

Involved with public communications including Web publications (newsletters, website, etc.) Worked with citizen committee to support televising City Council meetings.

Coordinated city hurricane conferences and other public appearances for citizens to speak with their elected officials on a wide array of topics in anticipation of hurricane season annually.

Implemented and initiated NPDES Annual Reporting System, MOM Annual Reporting System, CRS Annual Reporting System, ROW Management Permitting System, Statewide Mutual Aid.

Applied for, received, and managed several grants from Federal, State and Local sources
Recruited, hired and trained various city employees and managed with a heavy focus on professional development.

Lastly, I would like to point out my involvement with many of the local municipalities in Pinellas County, many local committees as well as, with many of the national/local professional associations, nonprofit organizations, and Pinellas Technical College. I believe these relationships will enable and empower me to better serve the Town of Kenneth City and its residents/businesses and find innovative and cost-effective solutions.

I believe the role of Town Manager is one of the most influential leadership roles in a city government. I have the utmost respect for this position, and I look forward to the opportunity to present my ideas.

Thank you for your consideration.

I can be reached 24 hours/day at 727-337-5309.

Sincerely,

Peter Cavalli, MPA

Peter L. Cavalli, MPA

Peter Cavalli, MPA

3204 West De Leon Street, Unit B

Tampa, FL. 33609

southtampatraining@outlook.com

727.337.5309

Summary of Qualifications

Public Administration Generalist with 20+ years' experience. Enthusiastic leader with significant education and experience the fields of local government, public works, emergency & environmental regulations, education/training and information technology.

Education

2006 M.P.A., Public Administration - University of South Florida - Tampa, FL

2006 B.S., Environmental Science & Policy - University of South Florida - Tampa, FL

2000 B.A., Political Science - University of South Florida - Tampa, FL

Additional Graduate Work

Instructional Technology/Web Design & Multimedia Applications, Non-profit Management and Management Information Systems - USF - Tampa, FL

Transition to Teaching--County Teaching Certificate-Pinellas County Schools (Certified until 2023)

Foreign Language

Conversational in Spanish

Some ability to Read and Write in Spanish

Computer / Technology Skills

Well-versed in the use of all common productivity packages (Office, iWork, OpenOffice);

Ability to use web publishing software and website management tools;

Familiar with concepts of Web Accessibility;

Much experience with presentation and project management software;

Some experience using video recording/tv production software/hardware;

Some ability and experience repairing hardware and providing technical support to colleagues

Career History

Pinellas Technical College / Public Works Academy – Instructor/Coordinator

2011 - Present

- Coordinate operations of the Nation's Oldest Public Works Academy which includes the career certificate, apprenticeship and continuing education programs.
- Instruct (locally, on-the-road/remotely) a wide variety of students from new-to-the-field employees, to experienced managers on a wide-variety of topics include local government, strategic planning, budgeting, public works operations, emergency management, etc.
- Administrative/Management Support including Curriculum Development, Strategic Planning, Finances, and Website Development/Management.
- PTC – Chair of the Safety Committee, Member of the Hospitality Committee; Former Faculty Representative
- PCSB – Member of the Strategic Planning Committee
- PWA – Chair of Investments Committee
- Awarded the "Yes I Can" Award (2018)

City of Belleair Beach – Community Services / IT Director
2005 – 2011

- Budget planning & control; Plan, propose, defend, and monitor operational and capital budgets; interface with City Council, Boards and Committees.
- Operations management of infrastructure (six functional areas)
1) Beach, Waterfront & Marina; 2) Transportation; 3) Parks and Public Areas; 4) Facilities, Vehicles and Equipment; 5) Environmental Management; and 6) Emergency Management.
- Management of information & public communications systems
Serve as IT Director and Administrator of both a Microsoft and a Linux-based Network; Webmaster and developer of www.cityofbelleairbeach.com
- Key contributor to transition from a Strong Mayor to a Council/Manager form of government: Prepared the City's first strategic plan for improving all municipal services; wrote job descriptions, reorganized staff and created a strong training and professional development program.
- Reduced Public Works Department Budget 30+% in four years while enhancing services & providing new capital projects.: Established new vendor relationships; negotiated agreements with County and local non-profit agencies for public services.
- Managed the building of the City's new City Hall/Municipal Center; Harrison Avenue Bridge and City Wide Curb& Drainage Improvements; coordinated with the US, State and Local governments as they provided for a beach renourishment project and acted as the City liaison for the Belleair Causeway Bridget Project.
- Developed an Information Technology Program: Modernized IT system infrastructure, worked with consultants to design and install network. Developed website using Drupal content management system. During City Hall Construction Project – Moved all IT Functions to temporary City Hall and back to New City Hall w/o a single day of downtime.
- Developed an Emergency Management Program: Authored a Comprehensive Emergency Management Plan consistent with FEMA NIMS and CPG 101 standards. Created emergency management/safety training program and maintained relationship with the national and local emergency management communities.
- Coordinated FEMA reimbursements for Emergency Responses to Natural Disasters.

City of St. Pete Beach – Special Projects Coordinator
2005 – 2011

- Research projects for City Council, City Manager & Department Directors: Conducted information searches, surveys, and field investigations on a broad range of topics such as tsunami risk exposure, potential revenue sources and condition of infrastructure needs.
- Co-management of Volunteer Response Team: Worked with the Fire Department to train cadre of 100+ volunteers to assist Police, Fire, and Public Works Departments during public events and natural disasters.
- Management of National Pollutant Discharge Elimination System (NPDES):
Coordinated and reported on departmental compliance activities to the Florida Department of Environmental Protection – NPDES Permit # FLS000005

- Documentation of New City Hall Construction: Tracked and photographed construction stages from groundbreaking through the issuance of the Certificate of Occupancy.
- Public education events & publicity: Organized and coordinated American Public Works Week Fair at new City Hall; wrote articles for municipal website and newsletter; contributed articles to local weekly newspapers.
- Created Right-of-Way Management Program; Researched, developed and implemented a permitting system for regulating construction and maintenance activities of utilities and contractors done on municipal ROW.
- Secured \$750,000 in grants from NOAA, \$100,000 from FEMA & \$10,000 from SWFWMD: Researched and wrote successful grant applications for infrastructure improvements and public education/information.
- Assisted in the processing and documentation necessary to obtain FEMA reimbursements for Emergency Responses to Natural Disasters.
- Represented the City in Local Mitigation Strategy Committee and the Pinellas County Solid Waste Technical Management Committee
- Submitted FEMA National Flood Insurance Program Community Rating System Annual Report and Five-Year Reaccreditation

City of New Port Richey – Development Services Intern
1998 – 1999

Pasco County – Environmental Laboratories and Public Transportation Intern
1997 – 1998

Professional Associations

- Florida City and County Management Association – Affiliate Member
 - Awaiting appointment to the Professional Development Committee
 - Previous service on Technology and Public Information Committee
- American Public Works Association – Member
 - Operations and Maintenance Task Force Member (National)
 - Certification Council Member (National)
 - FEMA/APWA Resource Typing Library Workgroup (National),
 - Panelist on the Small City/Rural Communities and Public Works Academies Panels at PWX 2020 (National).
 - Published in APWA Reporter (National) for Article on Program Analysis and in the Public Works Magazine (State) for Article on “Strategic Planning in the Field of Public Works”
 - Presented “Strategic Planning: Planning to Plan” at PWX – St. Louis (Scheduled for 9/1/2021) (National)
 - Previously on the Emergency Preparedness Subcommittee for several terms (National)
 - Award the Community Involvement Award (Branch)

- o American Water Works Association – Youth Education Advisory Committee Member
- o Public Works Academy – Ex Officio Member and Chair of Finance/Investments Committee
- o Keiser University Homeland Security Board of Advisors (2013-2014)
- o Tiger Bay Club Board of Directors (2012 – 2016)
- o Tampa Bay Purchasing Cooperative Member (2005 – 2010) Secretary (2008)
- o Pinellas Classroom Teachers Association Faculty Representative (2017 – 2019)
- o Keep Pinellas Beautiful Board Member (2003 – 2007)

Additional Qualifications (Instructor and Other Certifications)

- FEMA – L449 (Instructor Certification for following NIMS Classes): IS 700, IS 800, IS 100, and IS 200;
- DHS/University of Maryland (Preparing the States): COG/COOP Instructor
- FDOT – Maintenance of Traffic / Temporary Traffic Control Instructor (Basic/Flagger, Intermediate and Advanced Levels)
- FDEP – Qualified Stormwater Management (Tier II) & BMP Installer Instructor (Tier I)
- Pinellas County – Landscape BMP Instructor (English and Spanish)
- Univ of Florida – Green Industries BMP Instructor (GI-BMP) (In-progress 9/1/2021) (English and Spanish)
- OSHA Authorized Instructor (Construction Industry 10/30 hour Card Program);
- ASHI CPR/AED/Basic First Aid Instructor;
- FEMA – Basic Professional Development Certificate
- DHS – Homeland Security Exercise and Evaluation Program (HSEEP)

*Over 100 Certification and Instructor Credentials for aspects of Public Works, Utilities and Local Government Management – Available upon request;

* Currently preparing to sit for the APWA Certified Public Works Professional - Manager Level (CPWP-M) There are currently two with this designation in the State of Florida.

Dr. Chris Gotwalt
401 E. Jones St.
Raleigh, NC 27602
Chris.Gotwalt@jmp.com

June 11, 2021

Dear Hiring Committee for Town Manager of Kenneth City,

My name is Chris Gotwalt, I am the Chief Data Scientist of JMP, a data science and machine learning software product that is part of SAS. I am an adjunct Professor at North Carolina State University, University of Nebraska, and University of New Hampshire, and was Chair of the Quality and Productivity Section of the American Statistical Association in 2020 and am now the sitting Past-Chair.

I am writing you as a character and personal reference for Pete Cavalli, who is applying for the role of Town Manager for Kenneth City. Pete and I have been friends now for over 30 years, having met him while we were at Ridgewood High School in New Port Richey. We see each other every year when I come home to see my family, and Pete has stayed with us when he has come to North Carolina.

There are several important things I want to say about Pete. First and foremost is his decades long dedication to serving the community. This was his dream in high school, and he has pursued that dream with dedication throughout his life. Pete is always working hard to better himself, not just for himself, but always to be better able to serve the community. He is a very reliable and relationship-oriented person, that has maintained many friendships, like his friendship with me, over the course of decades.

In terms of my own relationship with him, one striking thing about Peter is his openness to listening to different viewpoints that he may not always agree with. I have seen him know when to tactfully stand his ground, and I have also seen him shift his own opinions in response to other people. I believe this is a critical skill in a leader that is often underappreciated. If Pete is serving a community with divergent perspectives on what needs to be done, I know that everyone will come away knowing they have been heard and taken seriously.

Pete has deep ties to Pinellas County, with many personal and professional connections, including many students that he has taught. I have no doubt that Pete Cavalli has the character, commitment, local relationships, interpersonal skills, and experience to build a successful team as Town Manager for Kenneth City. If you have any questions or would like to speak to me, feel free to email me or reach me by phone at 919-633-5442.

Sincerely,

Chris Gotwalt

June 16, 2021

From: Melissa M. Del Mastro
Friend from 1995 to Current
Site Manager/Staff Scientist Florida Department of Environmental Protection
Petroleum Restoration Program, Team 5
NorthStar Contracting Group, Inc.

To: Officials of Kenneth City, Pinellas County, Florida

To whom it may concern,

It is my pleasure to offer my unreserved opinion recommendation for Peter Cavalli for the position of Town Manager. My friendship with Pete began about 25 years ago at second base during the student vs. faculty softball game at St. Petersburg College (then Junior College) to which he organized as a Senator of the Student Government Association (SGA). I recognized him from around campus; I've seen him encourage students to become active in Student Government and Student Activities. He heavily dedicated his time to SGA and also spearheaded a new campus organization (Astronomy Club) all the while maintaining his excellent academic status. Our friendship formed over our similar passions for government, science, and philosophy. We had similar work ethics and I quickly came to trust Pete and cared for him as I did my own brother.

The first Father's Day after my Grandmother passed, Pete joined us for dinner at a local restaurant to celebrate my Grandfather. Pete's father passed away when he was sixteen, so I was honored that he chose to spend this day with us. At some point during the dinner, my grandfather excused himself from the table to have a moment outside. Pete explained that he wanted to take a moment to get to know my Grandfather and he knew he was silently grieving, so he joined him outside. Pete later expressed to me that when he shook my Grandfather's hand, he felt his strong but comfortable grip, and could feel the years of hard work engraved on his hands. He said he always respected and admired the work ethic of previous generations. I always treasured Pete for taking the time to become acquainted with and console my grandfather.

When I was a victim of sexual harassment in the workplace, Pete was the first person I contacted – knowing I could turn to him to exist in a safe place in that moment. Pete calmed and soothed my fears and I no longer felt distraught or confused. In the coming weeks, he provided insightful advice and guided me towards the path to a healthy work environment. To this day, I am filled with gratitude for Pete being a comfort and guiding light in a difficult situation.

For the past 25 years, I've seen Pete achieve many great professional accomplishments and personal successes, while maintaining the core of his being. Pete is innately honest, patient, kind, caring, and dependable at the core of his being. I know he preserves the work ethic of the Greatest and Silent Generations with him. I am privileged to call Pete my friend and he inspires me every day. I know Pete would enrich and enhance the town of Kenneth City by Pete's moral stature, fortitude, intelligence, and work ethic.

I anticipate this letter helped you to become better acquainted with Pete and you will give strong consideration to his candidacy. Please feel free to contact me if you have any questions.

Best regards,

Melissa M. Del Mastro
311 Como Street #202
Tampa, Florida 33606
813.924.4971
Melissa.delmastro@gmail.com

June 16, 2021

From: Brian J. Dean
Safety Education Liaison, Sunshine 811
Former Chair FWPCOA Region IV

To the Town of Kenneth City:

I am writing this letter to recommend Peter Cavalli for the position of Town Manager for the Town of Kenneth City. It has been my pleasure to work with Mr. Cavalli for over the past 10 years to provide education to the students of the Public Works Academy at Pinellas Technical College. I have observed Mr. Cavalli grow in his role at the Academy and his dedication to the student's career education is unmatched. Peter Cavalli also demonstrated his dedication to furthering his own education by obtaining his bachelor's degree in Environmental Science and Policy and his master's degree in Public Administration.

Mr. Cavalli shows strong professionalism by serving on committees in the Pinellas County Schools and with leadership positions in professional associations. These activities provide Peter with an extensive base of contacts and experience to solve problems and work toward cooperative solutions.

I have never known a person more dedicated to public service. Peter is knowledgeable, ambitious, and trustworthy. He is a leader capable of working with all stakeholders and has a strong work ethic that would make him an ideal candidate for the Town Manager position.

Regards,



Brian J. Dean
665 Palm Place
Safety Harbor, FL 34695
(727) 744-2362

June 6, 2021

TO WHOM IT MAY CONCERN:

I am writing in reference to Mr. Peter Cavalli, MPA.

I first met Pete in 2007 and immediately requested his services to assist in training of future employees and developing the local labor force available to the local municipalities through the Public Works Academy (America's oldest and most recognized education facility of this type – founded in 1989)

From 2007 to 2011 he volunteered his time and services to the Public Works Academy while working for the City of Belleair Beach as their Community Services/IT Director (and Emergency Management Coordinator). To me this demonstrated his commitment to education and his investment in the lives of people and the community as a whole.

Pete has been both involved with the administration and teaching of this program full-time since 2013.

Related to Management and Administrative Duties Pete:

- Works with the Board of Trustees to meet their goals, track progress and develop corrective actions to meet the PWA's Mission, Goals and Objectives.
- Coordinate the activities of the Public Works Academy.
- Develop and implement curriculum within requirements of the Department of Education, School Board, College and Program.
- Promote the image and market educational opportunities (through in-person, online and in print). This includes speaking and maintaining relations to industry professionals, regulatory agencies and the media.
- Worked with the School District, College and Program to develop/ update/ implement strategic planning on these multiple layers.
- Chair of the Public Works Academy's Investments and Finance Committee
- Has worked through 2 Accreditation efforts with the Council on Occupational Education for both the College and Program.
- Updated and revised Budgeting System
- Served as the Campus Safety Committee Chair as well as a member of Hospitality and Multicultural Committees
- Campus Faculty Representative for the Pinellas Classroom Teachers Association
- Member of the Florida Association for Career and Technical Education
- Maintains several committee assignments with APWA (American Public Works Association) National, APWA Chapter, APWA Branch, AWWA (American Water Works Association) and FWPCOA (Florida Water and Pollution Control Operators Association). He is currently awaiting posting at one of the FCCMA (Florida City and County Management Association).
- Has been published in National and State professional magazine and has presented at numerous Conferences and Training Events.

Relative to Technology Pete is more than competent in the following areas:

- Database Management, Spreadsheets, Web Technology
- Several Learning Management Systems
- MS PowerPoint/Apple Keynote

Pete is qualified to teach a wide variety of classes including but not limited to the following:

- FDOT Maintenance of Traffic / Temporary Traffic Control – All Levels
- FDEP Stormwater, Erosion and Sedimentation Control Inspector Training – Tier I BMP Installer and Tier II Qualified Stormwater Management Inspector
- OSHA 10/30 Hour Construction Card (Hazard Awareness in the Construction Industry)
- FEMA National Incident Management System (NIMS) and other Emergency Management Related Courses from a variety of sources.
- CPR/AED/First Aid from the AHA and ASHI
- Numerous management, supervision and leadership courses (including Strategic Planning, Program Analysis, Budgeting, etc.)

Pete works well with PTEC Staff as well as other professional groups and organizations. Pete takes ownership of assignments and tasks. Pete brings to the table a rare set of skills that have come from developing his experience, education and certifications. Moreover, he can impart them to others.

It is because of all that I have stated that I highly recommend Pete Cavalli for the position of Town Manager for the Town of Kenneth City. With my 41 years of experience in public works and education, I feel Pete will be a tremendous asset to any agency or organization and will look forward to future relations with him and any organization in which he is involved.

If I can be of assistance, feel free to contact me at 727-893-2500 ext. 2588 or bryantro@pcsb.org

Professional yours,



Rohland Bryant
Director of Training (Founding Administrator of the PWA)
PTEC Public Works

June 6th, 2021

The Town of Kenneth City

To Whom it May Concern,

I am pleased to write this letter of recommendation for Peter Cavalli. I have known Peter for 32 years going back to when we met in high school. In the years since Peter and I have shared similar personal, educational, and professional interests. I was an Environmental Scientist with the FDOH and FDOT, and now I am a Senior Planner with a consulting firm for transportation projects. Because our career paths have been so similarly aligned, Peter is one of the few friends that I can discuss work related issues. These conversations have enriched my understanding of public works, management, and planning activities due to Peter's incredibly broad understanding of so many disciplines, and their interrelations.

It is rare to find someone like Peter that has such a great understanding of so many facets of government operations. However, rarer still is Peter's personality. He is good natured, helpful, instructive, and would be an asset to anyone's team. Peter is the type of person that is focused on issues, takes a genuine interest in his work, and unselfishly takes delight when those around him succeed.

In short, I live in Five Points, just outside of Kenneth City, and highly recommend Peter Cavalli for Town Manager. If you have any further questions, I can be reached at 813-610-2531.

Sincerely,

Todd L. Bogner, AICP

June 3, 2021

**From: Rudy Davis
Mayor of the City of Belleair Beach, FL from 2005 to 2007
and current Planning and Zoning Board member.**

**To:
Officials of Kenneth City, Pinellas County, Fl**

To whom it may concern,

This letter is to provide information on the services and qualifications of Peter Cavalli who was employed by the City of Belleair Beach during my term of office and after.

At the time I took office the City had just changed its form of government from Strong Mayor to Council-Manager. This was in recognition by our residents of the need to have a professional management team to attend to the operation of our City. In implementing that team, the search for a multi-talented and experienced person to oversee the Public Works, Emergency Management departments brought Mr. Cavalli to our staff. Our City Manager conducted an extensive review of available personnel and found that Mr. Cavalli had a broad list of verifiable certifications in all of our required fields plus additional expertise in IT and Networking infrastructure, as well as website design and maintenance. These categories were eventually added to his list of responsibilities. In a small beach community as ours, the limited operating budget required a limited staff of multifunctional personnel and we were indeed fortunate to find one person that could provide all of these services to our City under the broad title of Community Services Director.

It was also at this time that Belleair Beach was building a new City Hall. During this period we were required to move our Administrative and Public Works departments into a small temporary facility. Mr. Cavalli did an admirable job of organizing and facilitating that move while maintaining all of the normal public works projects throughout the City. To his credit, he also implemented a structured program for training our Public Works staff in job related skills and OSHA safety standards that were greatly lacking at the time. To see our public works employees finally wearing safety gear, using safety cones and barricades, and using safe practices with dangerous equipment brought great comfort to our City Council. Once the new City Hall was completed, Mr. Cavalli effectively and efficiently moved all of our city functions back into the new building.

In addition, Mr. Cavalli worked with our building contractors to be certain the correct infrastructure was put in place for the City's upgraded IT and Networking facilities. He also assisted the committee that was setting up BBTv, the City's new television channel to broadcast Council meetings and other public service content for our residents. He established the City Website and maintained it singlehandedly for the duration of his employment.

After the intense storm seasons circa 2004 our city recognized that we greatly needed an Emergency Management Coordinator with the training and organizational skills that can deal with the significant issues facing a beach community during the Hurricane season. Mr. Cavalli successfully connected our City with all of the County, State and Federal Emergency Management organizations. He established emergency procedures for our City and trained our staff to effectively deal with storm and other emergency issues. He was directly involved with State, County and regional organizations such as the County NPDES (storm water coordinator committee), County Disaster Advisory Council, County Emergency Management Coordinator's Committee, Tampa Bay Regional Planning Council, Local Mitigation Strategy Committee, and the Barrier Island Council to keep our City abreast of the latest emergency management strategies and well connected to needed emergency infrastructure.

Through all of Mr. Cavalli's organizing and development work for our City it was greatly evident that he did this with excellent people skills and maintained a positive working relationship with all. He was also skillful in his contract management and budgeting tasks, which were greatly appreciated by a city with limited financial resources that required maximum mileage from its expenditures.

Peter Cavalli was also well liked by the residents of this City who often commented to me that they were very pleased with his prompt response to their calls and the courteous way he handled their issues. The professional management our residents had voted for was clearly evident in Peter Cavalli's work. City staff and City Council also found him pleasant to work with and a team player always willing to assist them in any way he could. Pete became our go to guy due to his broad range of skills and knowledge. Peter Cavalli was a tremendous asset to this community and many of us still call on him for his services.

I have continued to follow Peter Cavalli's career and his continuing education and training in a variety of fields that have broadened his management skills and public administration knowledge base. His ongoing work in grant writing, major project coordination, and disaster management obviously make him a prime prospect for any city looking for dependable leadership in a management position.

Peter has also continued to expand his association with valued community and county leaders that are important relationships for a city's successful coordination of important county wide programs. He has built a strong association with the public administration and public works training and education schools in the county that give him access to potential highly trained staff and programs that would be valuable to any city.

Without question I feel Peter Cavalli would be a well-rounded and highly trained city manager with a personality, work ethic and dedication to the job that is difficult to find and I have been through enough city manager search processes to know. Kenneth City would be well rewarded by hiring Peter Cavalli as its next City Manager.

Best regards,

**Rudy Davis
612 Belle Isle Avenue
Belleair Beach, FL 33786
727-593-3754
rudy.davis@icloud.com**

May 31, 2021

To the Town of Kenneth City:

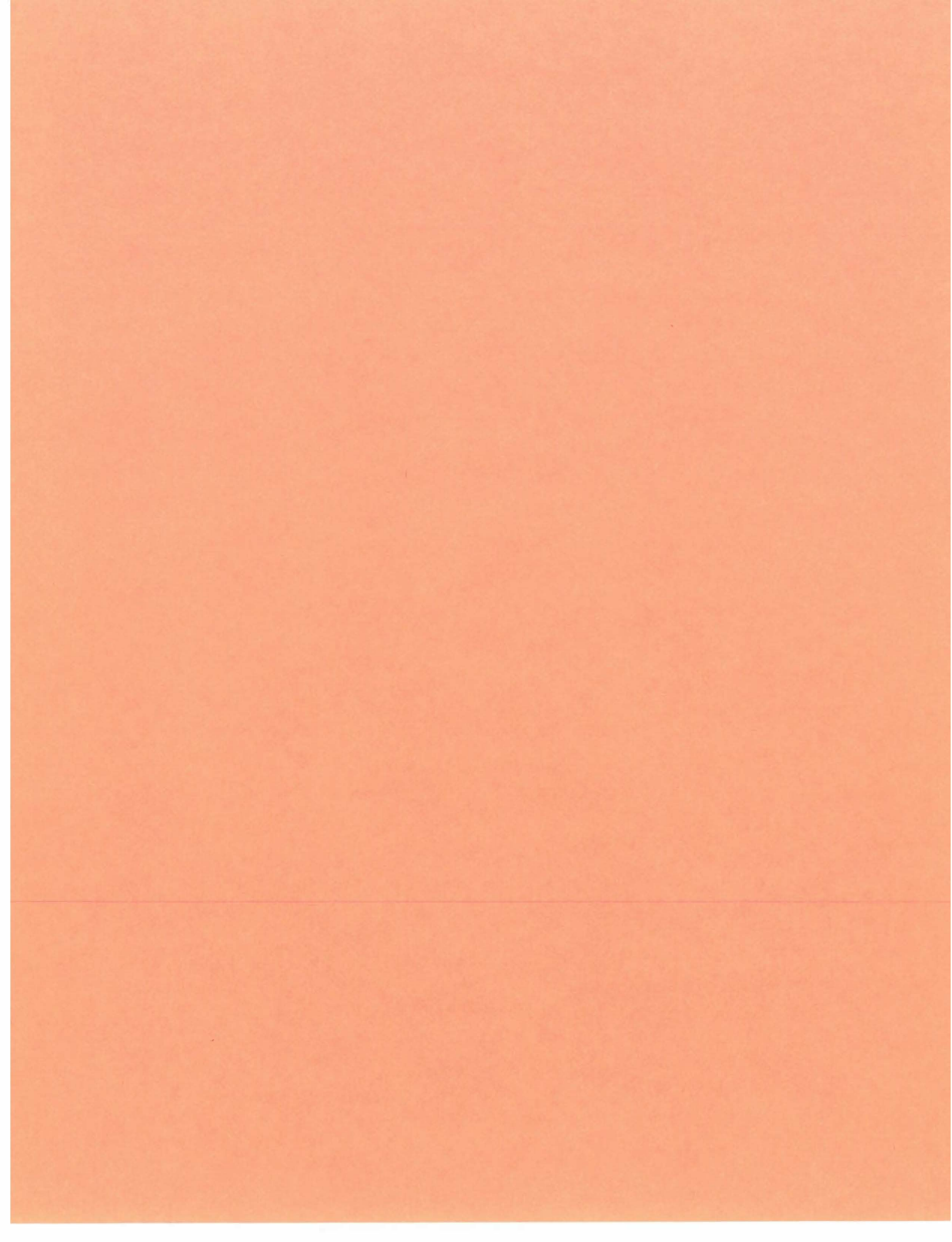
I am writing to recommend Peter Cavalli for your position with the Town of Kenneth City. I have known Peter Cavalli for ten years when I served as the Statewide Training Coordinator for the Department of Environmental Protection and have nothing but positive things to say. There is no doubt in my mind that Mr. Cavalli will be an excellent addition to the management staff of the Town of Kenneth City. I have always known Mr. Cavalli to be of sound character, being and having a great sense of ambition. Over the course of these last ten years, I have witnessed tremendous growth in his knowledge and experienced in public administration, plus his problem-solving abilities for Pinellas Technical College. I am certain these cultivated public work skills will allow Mr. Cavalli an opportunity to provide these leadership skills for your town.

Please do not hesitate on contacting me at my personal cellular or my office if you have any further questions or requests. Thank you for your time and please give Peter Cavalli an opportunity to show you the leadership and management abilities necessary to direct the future of the Town of Kenneth City.

Regards,

Halton K. Lunsford

Halton K. Lunsford, President
Lunsford Environmental LLC
24092 Lanier Street
Tallahassee, FL 32310-9449
(850)777-7245 cellular
(850)765-3228 office
LunsfordEnvironmental@gmail.com



Randy Mora

From: Ricardo Mendez <rjmcivilpe@icloud.com>
Sent: Saturday, June 5, 2021 5:10 AM
To: Randy Mora
Subject: KC Town Manager Application
Attachments: Cover Letter City Manager-2021.pdf; Resume City Manager Ricardo Jose Mendez 2021.pdf; Professional Reference Letters (10) Ricardo J. Mendez.pdf

RICARDO MENDEZ-SALDIVIA, MBA, PE, CGFM, ICMA–CM

905 Brickell Bay Dr. Suite 323 Miami, Florida 33131 | (305) 924-2534 | rjmcivilpe@gmail.com

June 5, 2021

Kenneth City, Florida
Human Resources

Subject: Town Manager

Dear Personnel Officer:

I have attached my resume and references in support of my application for the subject-referenced position. I have over 30 years of professional experience in public and private sectors reorganizing departments, implementing strategic management plans, delivering complex infrastructure programs, implementing financial recovery plans, and helping distressed municipalities while saving local governments significant financial resources. I became a professional City Manager by accomplishing a complete career track in the county and municipal government serving in the capacity of Section Head, Division Manager, Assistant Director, Director of four Departments (Finance, Administration, Program Management and Public Works), Assistant City Administrator, Chief Operating Officer, and Chief Administrative Officer. Therefore, completing the entire protocol to become an ICMA–CM.

I have developed expertise in municipal planning, programming, budget development and control, operations management, accounting, reporting, and auditing. Thus, becoming a Certified Government Financial Manager experienced in every aspect of municipal financial management and proficient with GASB principles, practices, and compliance. As a professional City Administrator, I bring hands-on expertise in community affairs, planning, economic development, operational analysis, labor-management relations, collective bargaining, intergovernmental relations, IT, procurement, risk & bond management, real estate, building, emergency management, public works, and public safety. As a registered professional civil engineer, I would bring expert knowledge in program management, planning, and implementation of capital programs up to \$2 Billion, including facilities and public infrastructure, e.g., transportation, water & sewer systems–treatment plants, and environmental compliance.

As Chief Operating Officer for the City of Harrisburg, PA, I led the City's Financial Recovery Plan with 130 management improvement, cost containment, and revenue-enhancing initiatives across 20 Departments and Bureaus, including public safety. Under my leadership, the City completed the past due 2009, 2010, 2011, and 2012 Comprehensive Annual Financial Reports and three audits within 16 months. After eliminating chronic delays, errors, and omissions, I developed the City's in-house capacity and processes in several departments to assure completion and delivery of future audits, budgets, projects, and programs on time; therefore, winning the GFOA Budget Award for excellence in financial reporting in 2013.

Additionally, following the City Receivers' direction, I developed and implemented strategic management plans for all City Departments and Bureaus. These achievements led to stabilizing the City's financial operations and reorganizing several departments, allowing significant improvements in morale and the overall City administration. Not only were we able to place the City on an economic recovery fast-track and avoid one of the largest municipal bankruptcies in the Country but help the City emerge out of State Receivership within three years as opposed to other cities in PA which have been under Receivership for 20 years. Our successful municipal recovery plan and management improvement model now serve as an example to help other financially distressed municipalities organize and rebuild management operations. Through these efforts, I was able to earn an outstanding performance evaluation from both the Mayor and the City Receiver, a retired US Airforce General, after my first year of service as City Administrator.

During my professional manager career, I ensured adopted policies, directives, resolutions, and ordinances implementation and provided recommendations on agenda issues, management operations, and policy implementation to elected officials. I have had direct oversight responsibility for hiring, firing, development, and performance of Department Directors, Bureau Chiefs, over 1,500 municipal employees, and served as Chief Negotiator with five unions: FOP, IAFF, AFSCME, PBA, and IUPAT. I also led the administration and implementation of numerous government programs and prepared multiple budgets for several Departments and Cities. Moreover, I have served as Chief Financial Officer in charge of assessing Cities' financial conditions, recommending policy alternatives, and implement cost-effective measures to enhance and deliver local government vital and necessary services.

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

Sincerely,

Ricardo Mendez-Saldivia, MBA, PE, CGFM, ICMA–CM

RICARDO JOSE MENDEZ, MBA, PE, CGFM, ICMA-CM

905 Brickell Bay Drive # 323 Miami, FL 33131 | (305) 924-2534 | rjmcivilpe@gmail.com

SUMMARY

Provide innovative leadership helping county and municipal governments improve management operations, achieve financial stability, compliance with regulatory agencies, and increase trust and confidence in the administration. Ability to manage resources under budgetary constraints allowing effective and efficient delivery of vital and necessary services including public safety, utilities, and infrastructure projects. Possess skills in analyzing highly complex issues and providing solutions in fast-paced political environments. Delivered a \$2B Capital Improvement Program on time for the first time in years leading to voters' approval of additional bonds.

I led the implementation of one of the most successful Municipal Financial Recovery Plans in the country with over 130 revenue-enhancing and management improvement initiatives in all City Departments and Bureaus; therefore, helping the City avoid further default of financial and contractual obligations and bankruptcy. These accomplishments not only placed the City on a fiscal recovery track but led the City out of State Receivership in less than 3 years. I have 25 years of professional experience and developed expertise in the following areas:

- Strategic Management
- Collective Bargaining & Labor Relations
- Operations Management & Improvement Process
- Organizational Analysis & Development
- Project & Program Management
- Building, Zoning, Permitting & Code Enforcement
- Community Planning & Redevelopment
- Financial Analysis & Budget Development
- Capital Improvements & Bond Programs
- Sustainability & Environmental Management
- Public Safety & Emergency Management
- Conflict Resolution & Team Building
- Stormwater & Utilities Management
- Water/Sewer Plants Operations & Compliance

RELEVANT LOCAL GOVERNMENT EXPERIENCE

CITY OF WEST PALM BEACH, FL, 2020-PRESENT

Assistant City Administrator

Population served: 120,000 Budget: \$800M Employees: 1,700

Brought on board to oversee the City's daily management operations with direct oversight responsibility for all infrastructure and development. Serve as the City's Assistant Chief Administrative Officer providing leadership and management supervision to multiple departments and bureaus, including sustainability, planning, building, zoning, development services, code enforcement, information technology, utilities, engineering, parking administration, and the support services department. Also, I lead the planning and implementation of the City's multimillion-dollar capital improvement plan. Additionally, I have direct oversight responsibility for management operations, maintenance, rehabilitation, and environmental compliance of the City's water & wastewater treatment plants providing water & sewer services to Palm Beach County and multiple municipalities. Advised the Mayor and City Commission on fiscal policy, financial management, budgetary matters, capital improvements, resource management, improvement process, and compliance with State and Federal regulatory agencies.

Other responsibilities include planning, design, construction, rehabilitation, and modernization of Citywide public infrastructure and facilities, e.g., land development, transportation-roadways, water, sewer, drainage, stormwater, water & wastewater treatment plants, utilities, environmental, parks, and municipal buildings. Also, I am responsible for preparing

and administering budgets, coordination of Board-appointed committees, personnel, community planning, litigation coordination, risk management, purchasing, grants, construction-program management, and projects coordination with local and state regulatory agencies. Supervise all department directors, including professional engineers, registered architects, accountants, senior local government managers, and administrators.

Among the achievements as Assistant City Administrator for the City of West Palm Beach FL

- Improved the City's management operations and administration by identifying priorities, stressing accountability, implementing performance measures, and establishing a professional management system in every department.
- Addressed underlying chronic issues that had been challenging the City for years while curing audit findings.
- Significant accomplishments were made in the City's financial management and reporting compliance, budgeting and revenue, cost containment and reduction while balancing the City's budget amid significant environmental and internal challenges.
- Improved service levels while providing all vital and necessary services to City and County residents, notwithstanding all significant budgetary challenges.

CITY OF HARRISBURG, PA, 2012-2013

Chief Operating Officer and Chief Financial Officer

Population served: 250,000 Budget: \$170M Employees: 500

Brought on board to implement the City's Financial Recovery Plan, improve management operations, and avoid bankruptcy. I served as the City's Chief Administrative Officer and Chief Financial Officer providing leadership and management supervision to 20 departments and bureaus including public safety. I improved the City's management operations and administration by identifying priorities, stressing accountability, implementing performance measures, and establishing professional managementsystems in every department that addressed underlying chronic issues which had been challenging the City for years. Consequently, under my leadership, significant accomplishments were made in the City's financial management and reporting compliance, budgeting and revenue, cost containment and reduction, tax administration, building and housing, economic development, infrastructure sustainability, stormwater management, public works, capital improvements, facilities and fleet management, public safety, sanitation, IT, and workforce and collective bargaining. Advised Mayor and Council on fiscal policy, financial management, budgetary matters, capital improvements, resource management, improvement process, and compliance with State and Federal regulatory agencies. I also served as the Business Administrator and Chief Negotiator for the City's three labor union contracts, chaired labor-management committee meetings and heard final step grievances. I had direct oversight responsibility for management operations, maintenance, rehabilitation, and environmental compliance of the City's water & wastewater treatment plants providing utility services to six municipalities within a region of 550,000.

Achievements as Chief Operating Officer & Chief Financial Officer, City of Harrisburg PA

- Successfully led City's recovery and operations during times of great turmoil and uncertainty. Arrived after a new City Administration was in the throes of working out a Recovery Plan, a Receiver had been appointed and many City employees left creating a dearth of knowledge. Notwithstanding, I was able to make a difference and work with the City Receiver, Elected Officials, staff, private sector, State and Federal government officials to turn the situation around and implement a comprehensive Financial Recovery Plan, improve management operations in every department, stabilize the City's financial management and avoid one of the largest municipal bankruptcies in the nation
- Placed the City in full compliance with the Securities & Exchange Commission avoiding significant penalties
- Completed four years of past-due Comprehensive Annual Financial Reports within 13 months after taking over, allowing the City to complete its 2009, 2010, 2011, and 2012 audits and fast-track the financial recovery process
- Developed the City's in-house capacity and processes to assure the completion and delivery of future audits on time
- Identified and addressed priorities in every department enhancing the City's overall administration
- Led the City's recovery and improvement process providing a clear path to a fiscally solvent future

Achievements as Chief Operating Officer & Chief Financial Officer, City of Harrisburg, PA Cont.

- Demonstrated the efficacy of bankruptcy versus implementing a strategic recovery plan
- Allowed public officials to foresee challenges and put a timeline on the City's progress and fiscal recovery
- Avoided bankruptcy's devastating effects on public safety, pensions, and cost to taxpayers
- Made significant early progress in the Financial Recovery Plan implementation helping eliminate the City's debt over time, clarify the stranded debt remaining after City asset transactions were in place, and provide clear options following those transactions in the coming months, not years
- Placed the City on track to eliminate the structural deficit over time allowing a financially stable and efficient future
- Established priorities, identified responsible parties, phases, and set milestones and deadlines to complete 130 initiatives across departments, past due audits, and all City projects and programs eliminating all chronic delays
- Implemented over 50% of the Financial Recovery Plan in 13 months accelerating the City's recovery process
- Improved chart of accounts enabling the City to effectively monitor grants and meet auditing requirements
- Successfully completed every assignment from the City's Receiver including 4 past due Comprehensive Annual Financial Reports, corresponding audits, and development of strategic plans for every Department and Bureau
- Worked cooperatively and collaboratively with City and State officials towards achieving all recovery goals
- Set strategic course of action utilizing planning tract under new State legislation accomplishing a clear path to fiscal solvency and reduction of a structural deficit that had challenged the City for more than 20 years
- Reduced personnel and operating costs while maintaining levels of service combining and sharing City resources
- Identified new revenue sources and restructured City operations reducing the structural deficit and balancing the budget
- Streamlined City operations consolidating department functions and implementing outsourcing strategies—sanitation
- Eliminated chronic delays and delivered City budgets on time enhancing trust and confidence in the administration and winning the GFOA Budget Excellence Award in 2013
- Led the City out of distressed status and emerge out of State Receivership in record time
- Improved City communications and established a transparent administration
- Accomplished the greatest management progress, transparency, and openness in the City's recent history
- Earned public recognition and praises for achieving significant early progress and completion of the City's recovery plan from the Financial Recovery Committee, Receiver, Elected Officials, Chamber of Commerce, and State Officials
- Negotiated with Federal & State regulatory agencies such as EPA, DOJ, and State EPA avoiding significant penalties and accomplishing suitable plans for environmental compliance of the City's water & wastewater treatment plants
- Negotiated City overcharges in the water & sewer rates with six municipalities avoiding costly litigation
- Negotiated CBA with three Unions, FOP, IAFF, AFSCME, and eliminated the long-standing backlog of grievances
- Brokered important agreements with union leaders eliminating costly unfair labor practice claims
- Expanded the fire contingency adding 9 firefighters and reducing the Fire Bureau's overtime
- Worked closely with the business community, State Department of Community & Economic Development, and Business Advisory Council in the implementation of an integrated long-term economic development plan
- Streamlined the City's residential and commercial construction permitting process helping redevelopment plans
- Accelerated demolition of blighted buildings in targeted areas around the City helping economic development
- Enhanced City ordinances allowing faster condemnation of disruptive properties and recovering demolition expenses
- Engaged real estate developers with planning, building & zoning plans attracting multimillion-dollar investments
- Worked hand in hand with private sector developers and community partners to break ground on several projects helping job creation while increasing minority participation
- Oversaw investment of Federal CDBG funds in home construction and community projects enhancing the quality of life, reducing the City's unemployment, and revitalizing neighborhoods
- Boosted parking revenue by implementing handheld IT devices and addressing scheduling, supervision, and training
- Enhanced education, accessibility, and enforcement efforts improving the City's recycling
- Increased revenue by developing and monitoring an enforcement process of the City's loan portfolio

Achievements as Chief Operating Officer & Chief Financial Officer, City of Harrisburg PA. Cont.

- Empowered law enforcement to improve criminal investigations and decrease homicide rate accomplishing a 90% clearance rate and overall crime decrease with a 47% decline in homicides since 2010 and 13% decline in robbery
- Facilitated implementation of the City's illegal gun reward program netting over 100 handguns
- Increased public access to law enforcement holding weekly public safety briefings and increasing walking patrols
- Improved communications between police and citizens by walking and biking targeted neighborhoods with officers
- Worked with safety council engaging citizens in programs to assist law enforcement and promote crime prevention
- Enabled utilization of modern technology like computerized crime mapping allowing police to aggressively and proactively address areas of concern improving safety and quality of life
- Forged key relationships aiding law enforcement coordination with County District Attorney's Office, Federal Prosecutors, ATF, County Response Team, and Capitol Police
- Able to leverage State Police personnel, equipment, and financial resources for the City's special events
- Facilitated integration of the City's prisoner booking center into the County's booking center saving significant resources while enabling additional police officers for street patrol duties
- Oversaw establishment of four police sub-stations and deployment of mobile police sub-station vehicles
- Oversaw reinstatement of the Police Athletic League program providing safe mentoring to City youth
- Coordinated installation of new surveillance cameras around the City to help reduce crime and illegal dumping
- Made significant improvements to the health and safety of City residents by improving illegal dumping operations and developing an effective pickup schedule resulting in 536 tons of bulk waste
- Oversaw storm inlet and potholes repairs saving the City significant financial resources
- Developed and implemented the City's Capital Improvement Program including all infrastructure and facilities
- Reorganized the City's Engineering operations and implementation of the City's water & sewer and transportation projects including street widening, ADA compliance, decorative crosswalks, streetlights, and sign installations
- Upgraded the City's handling of building & zoning permits, inspections, complaint citations, and condemnations by implementing a strategic plan enhancing site inspection and establishing project control measures
- Managed planning, design, construction, operations, maintenance, and rehabilitation of City facilities improving interior structure, security, ADA compliance, overall maintenance, and installing energy-efficient HVAC systems
- Made the highest and best use of City land by partnering with the public and private sector to implement the Right-the-Blight initiative and constructing a state-of-the-art City Health Center helping economic development and paving the way for the City to build a newly designed Industrial Manufacturing Park
- Promoted Green Economic Development Plans including implementing the use of alternative fuel in City vehicles (natural gas & electric), green infrastructure, and improving efficient lighting in buildings and streets
- Pioneered enhancement of stormwater quality and purchasing energy in bulk (electricity, natural gas, and fuel) generating significant cost savings, helping to balance the budget, and eliminating the structural deficit over time
- Worked with community partners and identified the highest and best use of City-owned vacant lots to create green parcels that absorb storm run-offs and allow portable outdoor fresh markets
- Administered Right-the-Blight initiative calling for the removal of blight through an aggressive demolition plan, enhancing sanitation routing systems, code enforcement, and conducting quarterly bulk cleanups
- Identified and recovered lost revenue by improving discovery, enhancement, and audit services generating over 100 additional business licenses per year and a significant increase in City revenue

City of Sweetwater, Director, Finance Department, Sweetwater, FL, 2014-2016

After implementing the City of Harrisburg Financial Recovery Plan that enabled the City to emerge from State Receivership and avoid filing for bankruptcy, I was selected by a newly appointed Mayor with the approval of federal, state, and local law enforcement agencies including the State Attorney's Office, FBI, Florida Department of Law Enforcement, and Miami-Dade County Ethics Commission to help the City in distress avoid financial default; State Oversight Board; stiff penalties from creditors and agencies including IRS; renegotiate collective bargaining agreements; ensure compliance with federal, state, local laws, and regulations; serve in the capacity of deputy administrative officer and finance director; organize the City finances; reopen the Finance Department; prepare the City's budget within

weeks of Charter's deadline, among other critical needs and priorities.

Achievements as Finance Department Director, City of Sweetwater, FL

- Reorganized and reopened the finance department earning praises from elected, county, and state officials
- Implemented a successful vendor-repayment plan reopening most of the City accounts which had been closed
- Prepared and delivered the City budget to the Commission after only a few weeks since appointment meeting Charter's deadline
- Negotiated collective bargaining agreements with police (PBA) and employee (IUPAT) unions avoiding costly labor litigation
- Saved the City significant financial resources in contract negotiations with health care providers and vendors
- Developed and implemented a successful financial recovery plan tailored to City needs avoiding default and State Oversight Board
- Obtained approval and earned praises from Governor's financial team and State Auditor General after conducting financial recovery plan oral presentations to Tallahassee Officials
- Completed all pending City audits including federal, state, and local grantor agencies
- Pioneered implementation of new IT systems enhancing productivity, accounting, and reporting while enabling checks and balance
- Realized significant savings negotiating a settlement agreement with the Internal Revenue Service and an achieved compliance
- Saved the City significant financial resources while addressing all grant eligibility compliance issues with State and local officials
- Led section heads, division managers, department directors, and elected officials in budget development and control techniques
- Developed a high-performance financial team capable of safeguarding City assets and completing City budgets/projects on time
- Implemented planning and programming to develop the City's financial goals, objectives, and budget based on critical priorities
- Accomplished continuity of vital and necessary services during the worst cash flow-financial challenge in the City's history
- Developed in-house capacity to complete future audits on time earning praises from external auditors, federal, state, local officials
- Eliminated significant bank statement reconciliation backlog developed over the years curing chronic audit findings and delays
- Pioneered implementation of a central accounting system enhancing operations, accounting, and reporting
- Achieved reliability, consistency, and compliance with Generally Accepted Accounting Principles and best practices
- Gathered, analyzed, prepared, and presented critical financial information timely enabling prompt/key decision making
- Eliminated chronic delays and led annual audit process preparing/providing all required information to external auditors timely
- Successfully led the City budget development and approval process producing multiple budget documents on time
- Prepared multiple budget revisions while conducting periodical budget analysis and fulfilling all City Commission requests
- Established a General Ledger monthly account reconciliation process completing over 1000 GL accounts
- Fostered a priority-based spending culture by addressing operations performance, budget control, and cash flow management
- Addressed encumbrances and vacancies making sure everyone understands spending priorities and adheres to the budget
- Prioritized and managed the City's cash flow effectively avoiding financial default and disruption of vital and necessary services
- Implemented financial reporting system adhering to contract billing and collection schedules helping steady cash flow to support critical operational requirements
- Updated all necessary business policies and accounting practices strengthening the City's policies and procedures
- Effectively worked with Mayor, Commission, Auditors, Auditor General, and Governor Office helping consensus building
- Enhanced grant management activities and ensured eligibility requirements compliance with federal, state, and local agencies
- Implemented new financial system training for City employees maximizing individual and organizational goals
- Fostered communication and achieved internal integration among departments, divisions, and sections
- Researched and organized all City investment activities including money market and simple interest-bearing accounts
- Negotiated new capital leases for property, plant, and equipment including new vehicles
- Mentored City employees reinforcing professional development and standards from ICMA, GFOA, and AGA Code of Ethics
- Balanced overwhelming workload while assisting human resources every step including all finance-staffing issues
- Forecasted City revenue accurately helping balance the budget and eliminate multiple budget revisions
- Effectively refined City goals and objectives to prepare the City budget according to the most critical needs and priorities
- Accomplished a professional operation, effective and efficient management of resources, and overall compliance
- Prepared and delivered all-important annual financial reports timely including insurance and workers compensation

Achievements as Finance Department Director, City of Sweetwater, FL Cont.

- Maintained accounting, reporting, auditing, and administrative policies and procedures up to date
- Conducted facility assessment and capital assets inventory curing chronic audit findings and achieving GAAP compliance
- Accomplished consolidation and sharing of City services and assets further enhancing financial resources
- Sought maximum efficiencies in the City's banking relationships and opened several accounts to bring the City in compliance
- Eliminated all chronic delays addressing public records requests
- Negotiated all city insurance policies realizing savings in new premiums and avoided lapses of coverage at any time
- Established a management system that allows maximum productivity, safeguards assets, and addresses future needs
- Enhanced integrity of all cash management functions including daily cash deposits, transportation, and logistics
- Eliminated chronic delays in completing filings with government agencies timely including the State Auditor General
- Eliminated chronic delays submitting reports timely e.g., FHWA-536/Local Highway Finance Report and FDLE grants reports
- Pioneered new culture embracing financial and purchasing policy and procedures, deadlines, and agency compliance
- Successfully led the City's financial recovery thru extenuating circumstances avoiding significant tangible/intangible losses
- Despite financial distress, the City never stopped providing vital and necessary services and started to build reserves
- Established internal controls to ensure future compliance with GASB, human resources legislation, and the law
- Implemented performance evaluations following ICMA, GFOA, and AGA guidelines
- Led the RFP process, negotiated with vendors, and outsourced payroll operations
- Negotiated existing loans and capital leases with financial institutions achieving fair and balanced rates, terms, and agreements
- Saved the City significant financial resources by correcting errors on pay scale tables required to process employee retro payments
- Achieved quality control, accuracy, transparency, and improved overall City management earning praises from the Governor's Office, State Auditor General, City Auditors, Miami-Dade County Ethics Commission, federal officials, and elected officials

SEMINOLE TRIBE OF FLORIDA, HOLLYWOOD, FL 2009-2009*Chief Administrative Officer*

Population: 5 reservations Budget: \$100M Employees: 6,000

Brought on board to lead and improve management operations in several departments including, planning, building, zoning, public works, environmental resources, and construction management and oversee completion of \$300M investment in 8 water & wastewater treatment plants. Ensured Council adopted policies, resolutions, and ordinances were enforced and implemented. Direct oversight responsibility for utility management, preparation and administration of budgets, personnel, community planning, litigation coordination, risk management, grants, economic development, and growth management. Led multimillion-dollar negotiations with private and public entities and coordinated lobbying efforts with the Federal government.

Achievements:

- Built high-performance professional management team eliminating costly errors and omissions in public infrastructure planning, development, operations, maintenance, and rehabilitation
- Conducted water & sewer plant operations assessments holding vendors accountable and saving financial resources
- Implemented improvement plans allowing savings in water & wastewater treatment plant projects
- Restored financial integrity in the handling of utility construction, operations, and maintenance
- Pioneered integration of technology streamlining financial and budget development operations
- Developed a Quality Management Program increasing productivity, morale, and customer satisfaction

PALM BEACH COUNTY SCHOOL DISTRICT, 2006-2007*Director, Program Management Department*

Population: 1.4M Budget: \$2B Employees: 27,000

Brought on board to reorganize the department, implement policies and procedures, improve operations, and lead the implementation of a \$2Billion Capital Improvement Program including planning, design, construction, rehabilitation, and modernization of Countywide public infrastructure and facilities. Oversaw completion of over 100 projects including land development, transportation, environmental, water & sewer, utilities, stormwater management, parks, and school buildings. Direct oversight responsibility for preparation and

administration of budgets, coordination of Board-appointed committees, personnel, community planning, litigation coordination, risk management, purchasing, grants, construction management, and coordination with local and state regulatory agencies.

Achievements:

- Delivered all projects on time and received praises from Oversight Committee and *The Palm Beach Post*
- Saved millions of dollars by enhancing project control operations and improving contract negotiations
- Reorganized department operations, developed and empowered staff improving morale and productivity
- Delivered CIP on time which had not been accomplished by the previous two administrators
- Developed a records management system enhancing the ability to defend against multi-million-dollar claims
- Avoided substantial monetary damages by achieving sound financial resolutions during mediation and arbitration
- Implemented professional training and developed policy and procedures safeguarding District's assets
- Established new payment approval system handling \$1M/day and ensured vendor's performance
- Eliminated budget disparities and streamlined budget development process
- Crossed-trained support staff; therefore, the department no longer relied on one individual
- Opened lines of communication among staff and stakeholders achieving internal integration
- Successfully met all permitting challenges with state and federal agencies avoiding significant penalties and delays
- Achieved consistent operational guidelines, established internal controls, and accomplished a professional management operation enhancing trust and confidence in the Administration

CITY OF MIAMI BEACH, FL, 1999-2001

Assistant Director, Public Works Department

Population: 100,000 Budget: \$34M Employees: 250

Served in the capacity of acting director. Brought on board to reorganize department operations, oversee implementation of a \$250M Capital Improvement Program (CIP), and a \$92M General Obligation Bond program. Direct oversight responsibility for municipal utility services, budget preparation, and administration (projects, program, and department budget), coordination with oversight committees, community planning, litigation coordination, risk management, purchasing, grants, personnel, and construction management.

Achievements:

- Saved millions of dollars implementing a Quality Management Program increasing productivity and morale
- Led implementation of \$250M CIP leading to the issuance of a \$92M GO Bond to address public needs
- Restructured department operations and developed high-performance management teams
- Developed and implemented a financial system and guidelines improving the handling of capital expenditures
- Pioneered integration of IT systems enhancing department financial and management operations
- Led City operations through difficult challenges during change and enhancement of community assets
- Reduced city liabilities and ensured vendors' performance by amending contracts
- Appointed as emergency manager and coordinated efforts with local, state, and federal government
- Implemented fee schedule saving the City significant financial resources in contract negotiations
- Performed job audits, reclassifications addressing inequities and granting over 20 promotions for the first time in years

MIAMI-DADE COUNTY, FL, 1993-1999

Special Administrator

Population: 2.5M Budget: 100M Employees: 1000

Started as County Civil Engineer, earned promotions to Special Administrator and appointments to several County Committees. Played a lead role in review and approval of the largest residential, commercial, and industrial land development projects in Miami-Dade County such as The Airport Expansion and The Beacon Trade Port. Developed expertise in administration of multiple public infrastructure-related services and facilities including planning, design, construction, maintenance, and rehabilitation of traffic & transportation, water & sewer, environmental, and stormwater management projects. Responsible for budget preparation and implementation. Led team of senior County professionals. Conducted negotiations with local, state, and federal agencies. Accomplished the County's Supervisor Certification Program learning multiple departments operations.

Achievements:

- Accomplished significant savings in County's financial resources while negotiating important agreements with the federal, estate, and local officials including FAA, DOT, EPA, South Florida Regional Planning Council, and the School Board
- Appointed as County emergency manager and able to successfully coordinate with local, state, and federal agencies
- Ensured developers fair share contributions to public infrastructure saving substantial County financial resources
- Completed county projects timely while leading a senior team of professionals during the fastest growth and development
- Pioneered implementation of County information technology systems eliminating a 5-yr backlog in the data processing

OTHER PROFESSIONAL EXPERIENCE

Sr. Civil Engineer/President/ RA Consulting Engineers/Civil Infrastructure Corporation, Miami, FL, 2008-Present

- Served as chief operations officer and work directly with city and county officials
- Oversaw implementation of Capital Improvements, General Obligation, and Storm Water Bond Programs
- Negotiated, executed, and managed multimillion-dollar contracts and prepared/administered budgets
- County/municipal management consulting - planning/implementation of state, county, and municipal projects and programs

Project Executive, Roger Development / Keyes Company, Coral Gables, FL, 2002-2005

- Served as director of operations
- Oversaw construction, land development, and project management operations
- Successfully accomplished all project requirements with local and state government agencies regulations
- Coordinated project development with utility companies, government agencies, consultants, and banking officials

EDUCATION

Master of Business Administration – magna cum laude – Finance & Management, 1996

University of Miami, Coral Gables, FL

Bachelor of Science Civil Engineering, 1987

Florida International University, Miami, FL

LICENSURE / REGISTRATION / CERTIFICATES

- ICMA–Credentialed Local Government Manager
- Certified Government Financial Manager
- Registered Professional Civil Engineer
- Certified Quality Control Manager
- Municipal Financial Reporting & Compliance, Securities & Exchange Commission

PROFESSIONAL AFFILIATION

- International City/County Manager Association
- Government Finance Officer Association
- Association of Government Accountants

RICARDO MENDEZ-SALDIVIA, MBA, PE, CGFM, ICMA-CM

905 Brickell Bay Dr # 323 Miami Florida 33131 | (305) 924-2534 | rjmcivilpe@gmail.com

Professional References

1. Major General (US Air Force) William B. Lynch, City Receiver, City of Harrisburg, PA
2. Fred A. Reddig, Head of Pennsylvania Governor's Office for Local Government Affairs
3. Faye W. Johnson, ICMA-CM, City Administrator, City of West Palm Beach
4. Alex Penelas, Mayor, Miami-Dade County
5. Arthur C. Johnson, Ph.D., Superintendent, Palm Beach County School District
6. John J. Ritsema, P.E., Division Chief, Miami-Dade County
7. Aristides Rivera, P.E., Assistant County Manager, Miami-Dade County
8. Matthew D. Schwartz, Assistant City Manager, City of Miami Beach
9. David Shen, Ph.D., P.E., Dean, School of Engineering, FIU
10. Luis A. Prieto-Portar, Ph.D., P.E, Chairman, School of Civil & Environmental Engineering, FIU

May 7, 2013

Recommendation: Ricardo Mendez-Saldivia

To whom it may concern:

Mr. Ricardo Mendez-Saldivia asked that I provide a letter of recommendation for him. I am most pleased to do so.

Mr. Mendez-Saldivia has served as the Chief Operating Officer and Chief of Staff for the City of Harrisburg, Pennsylvania for the last year. As the Receiver for the City of Harrisburg, I worked closely with him. Harrisburg is a city of 50,000 and is designated as a financially distressed municipality under Pennsylvania Act 47.

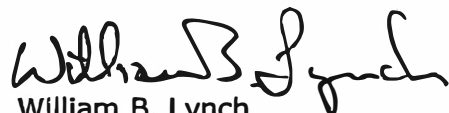
Mr. Mendez-Saldivia arrived during a time of great turmoil and uncertainty. A new City Administration was in the throes of working out a Recovery Plan. A Receiver had been appointed, and many city employees left, creating a dearth of knowledge. Mr. Mendez-Saldivia arrived and made a difference. He brought professionalism, knowledge and courtesy. He also brought organizational ability and detailed oriented planning that assigned responsibility and set milestones and deadlines.

He was particularly effective on the financial management side; a critical area of the City's operation. In large part because of his drive, the City completed overdue audits for 2009, 2010 and 2011. More importantly, in-house capacity was developed and processes instituted to assure an on time 2012 audit completion as well.

While, improvement in financial management was perhaps the most dramatic result of his engagement, he was also particularly effective with the City's unions. He instituted regular meetings and engagements, driving grievance numbers down to historic lows. Part of the Recovery Plan involves a complicated matrix of tasks and initiatives to be undertaken by City government. He set up a program management system to track progress on each initiative. Thanks largely to his systematic approach; we have completed nearly 50% of those initiatives.

Mr. Mendez-Saldivia arrived at a time when the City of Harrisburg needed him. His time here has been marked by success and beneficial change. He quickly realized that we needed more than a technocrat. We needed someone who could contribute to the change in culture that would be required if we were to really change persistent patterns of thought and old habits. He brought a professional manager's competence tempered with a human touch.

Best Regards,



William B. Lynch
Receiver for the City of Harrisburg

May 23, 2013

To whom it may concern:

I would like to provide this letter of recommendation for Ricardo Mendez-Saldivia. I have had the opportunity to work with Mr. Mendez-Saldivia during his tenure as Chief Operating Officer for the City of Harrisburg from May 2012 to May 2013.

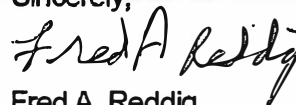
Ricardo's performance in this position was excellent. He was an asset to the City during a very critical time in it's history. Under the direction of the Mayor he was responsible for implementing a Court confirmed recovery plan for the City and managing its various departments to insure the continuation of critical City services. One of his key accomplishments was addressing a backlog of City audits. Under his direction over the last year, the 2009, 2010 and 2011 audits were completed and work was started on preparation for the 2012 audit.

In his position, Mr. Mendez-Saldivia exhibited excellent communication skills, was extremely organized, and able to effectively multi-task to ensure that all projects under his purview were completed in a timely manner.

Ricardo was always willing to offer assistance and had an excellent rapport with the many individuals he worked with. I have been consistently impressed with his positive attitude and productivity during the time he worked for Harrisburg. I am confident that he will devote himself in a similar manner to other similar positions in the future.

He would be an asset to any employer in a senior level management position in local government. I would recommend him for any endeavor he chooses to pursue in that field.

Sincerely,



Fred A. Reddig
Special Assistant for Act 47 and
Local Government Affairs

DCED



City Administrator's Office
401 Clematis Street
West Palm Beach, FL 33401
Telephone: 561-822-1400

March 10, 2021

To Whom It May Concern:

This letter serves as a reference for Ricardo Mendez-Saldivia. Mr. Mendez-Saldivia served the City of West Palm Beach as an Assistant City Administrator. His portfolio of responsibilities included providing executive oversight and direction to Public Utilities, Public Works, Engineering, Information Technology, Support Services and other functional areas of the City. During his tenure, Ricardo served the City in an ethical and professional manner and was a contributing member of our Executive team.

Mr. Mendez-Saldivia possesses the skill sets and demonstrated talents to perform well and be a dedicated asset to any organization which he may be a part of in the future.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Faye W. Johnson', with a long horizontal flourish extending to the right.

Faye W. Johnson, MPA
City Administrator, ICMA-CM



**OFFICE OF THE MAYOR
MIAMI-DADE COUNTY, FLORIDA**

**ALEX PENELAS
MAYOR**

July 23, 2002

To Whom It May Concern:

It is with great pleasure that I write this letter of recommendation on behalf of Mr. Ricardo Mendez, who has applied for a position with your city.

I have known Ricardo for several years; he is intelligent, and is someone of great overall character and integrity. During his tenure at Miami-Dade County, Ricardo performed his obligations well and was a committed public servant. He proved to be efficient and effective within several departments he worked with, and gained experience in budgetary preparations and forecasts. I am certain he will bring these same principles and professionalism to your jurisdiction.

I have also known Ricardo to be a compassionate individual who takes a great interest in his community and the overall welfare of the people surrounding him. He works diligently at ensuring a positive working environment and people that have worked with him, speak very highly of him. I am confident that Ricardo will benefit the city, and carry out his responsibilities with the utmost care and distinction.

If you have any questions or need and further information, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alex Penelas", written over a horizontal line.

Alex Penelas
Mayor



THE SCHOOL DISTRICT OF
PALM BEACH COUNTY, FLORIDA

SUPERINTENDENT'S OFFICE
3340 FOREST HILL BOULEVARD, C-316
WEST PALM BEACH, FL 33406-5869

PH: 561-434-8200 FX: 561-434-8571

ARTHUR C. JOHNSON, Ph.D.
SUPERINTENDENT

ANN KILLETS
CHIEF ACADEMIC OFFICER

JOSEPH M. MOORE
CHIEF OPERATING OFFICER

WILLIAM S. GRAHAM
CHAIR

MONROE BENAIM, M.D.
VICE-CHAIR

PAULETTE BURDICK
MARK HANSEN
ROBERT J. KANJIAN
DR. SANDRA S. RICHMOND
DEBRA I. ROBINSON, M.D.

April 25, 2007

Ricardo Mendez
905 Brickell Bay Dr, Apt 32
Miami, FL 33131

Dear Ricardo:

On our inaugural **District-wide Employee Appreciation Week**, we want to express our appreciation for your contributions as: **Director Program Management**
Program Management

In addition, we thank you for being a valued employee with the School District of Palm Beach County.

As an important member of the District staff, you contribute to our overall success in making a difference in the lives of over 170,580 children that we serve. Your talents, time and commitment to excellence helps us to attain the District's goals!

Sincerely,

Arthur C. Johnson, Ph.D.
Superintendent

Ann Killets
Chief Academic Officer.

Joseph Moore
Chief Operating Officer.



PUBLIC WORKS DEPARTMENT
SUITE 1610
111 N.W. 1st STREET
MIAMI, FLORIDA 33128-1970
(305) 375-2960

July 10, 2002

To Whom It May Concern:

Mr. Ricardo Mendez has demonstrated excellent ability to perform and engage in responsible level engineering and management work during his tenure in Miami-Dade County. I worked with Mr. Mendez during a five-year period ending in 1999. He is a well-qualified professional and has shown excellent management and leadership skills. Mr. Mendez has conducted himself with professionalism, effectiveness, and respect for his subordinates, peers, and supervisors. In addition, Mr. Mendez has an excellent educational background and interpersonal skills. He has always acted within the department's guidelines and procedures. He has an exceptional ability to see the big picture in complex situations and to proceed accordingly.

I am confident that he will succeed in future tasks which he undertakes with any organization within the public or private sector.

Very truly yours,

A handwritten signature in blue ink, appearing to read "John J. Ritsema".

John J. Ritsema, P.E.
Chief, Construction Division

JJR:nc



March 29, 1999

Mr. Ricardo J. Mendez
Construction Division

Dear Mr. Mendez,

It is a pleasure to present you with a 5 year Service Award in recognition of your continuous service with Miami-Dade County Government. It is the unselfish and conscientious effort of each employee that makes possible the successful operation of this department.

We hope you will remain with Dade County many more years and that they will be increasingly rewarding ones for you.

Sincerely,



Aristides Rivera, P.E., P.L.S.
Acting Director

AR/gc

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH FLORIDA 33139



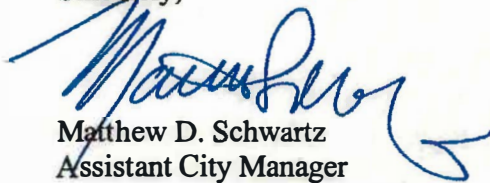
OFFICE OF THE CITY MANAGER

TELEPHONE: (305) 673-7010
FAX: (305) 673-7782

TO WHOM IT MAY CONCERN:

During his tenure with the City of Miami Beach, Ricardo Mendez has demonstrated excellent technical, management, and interpersonal skills. Mr. Mendez hard work, dedication, knowledge, and experience added great value to the city's operations. He always complied with city rules, regulations, and handled himself with honesty and integrity. In addition, Mr. Mendez has shown progressive leadership. Definitely a team player, Ricardo is an excellent professional whose ability and skills will be a great asset for any organization within the public and private sectors.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew D. Schwartz".

Matthew D. Schwartz
Assistant City Manager



FIU FLORIDA INTERNATIONAL UNIVERSITY

Hope, Knowledge, and Opportunity

July 9, 2002

To Whom It May Concern:

The purpose of this letter is to strongly recommend that Mr. Ricardo Mendez., an excellent civil engineering administrator, be given the most favorable consideration in his job application.

Mr. Mendez received his BSCE degree from Florida International University (FIU), the Public University at Miami in 1987. He was one of the brightest students that have ever graduated from our program. In addition, he also received a MBA degree from University of Miami in 1996.

As Mr. Mendez's instructor in his Transportation and Traffic Engineering class, I can assure you that he has excellent educational training and great interpersonal skills. It is a great pleasure for me to recommend such an outstanding engineer for this prestigious administrative position. Mr. Mendez is the type of student that we wish all of our students could be.

Should you have any questions, please do not hesitate to call me at (305) 348-3055. My FAX number is (305) 348-2802. My e-mail address is shen@eng.fiu.edu.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "L. David Shen", with a long horizontal flourish extending to the right.

L. David Shen, Ph.D., P.E., T.E.
Professor & Chairman
Director, Lehman Center for Transportation Research



FIU FLORIDA INTERNATIONAL UNIVERSITY

Hope, Knowledge, and Opportunity

23 July, 2002

Subject: Letter of Recommendation for Mr. Ricardo J. Méndez.

Gentlemen:

I am writing to enthusiastically support Mr. Ricardo J. Méndez's application to your City Managers position.

I have known Mr. Méndez for about seventeen years. First as a student in our Civil and Environmental Engineering Program, from which he graduated in 1987. Subsequent to his graduation, I have followed his professional career with Gopman-Pepper, Miami-Dade County and the City of Miami Beach. These last few years I have been able to closely observe Mr. Méndez, because I frequented his Department of Public Works in relation to several large projects, wherein I participated as designer or consultant.

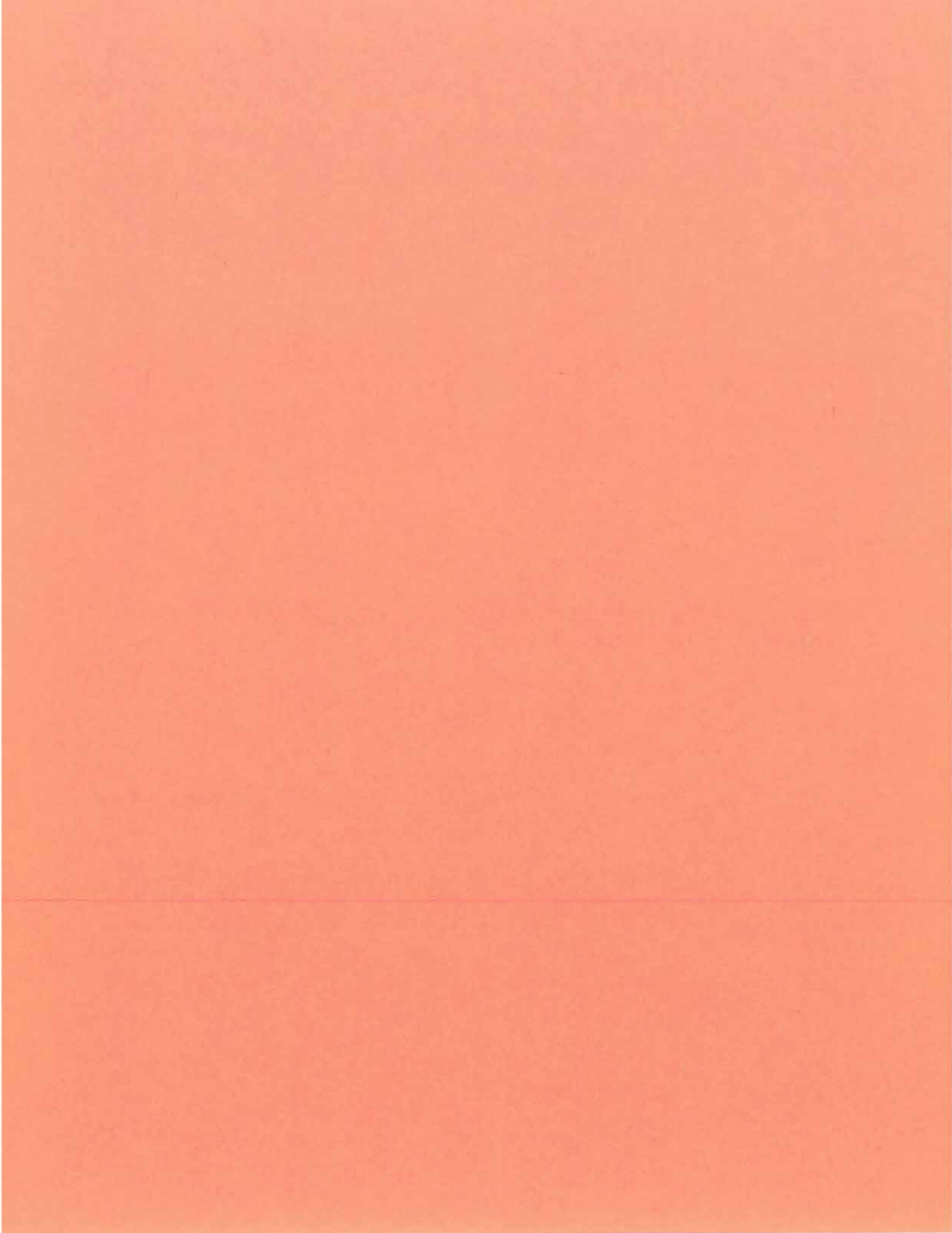
In all these positions, Mr. Méndez impressed all his colleagues and the general public by his charming and mature personality, always bright, and full of energy. He has a plethora of leadership skills and will immeasurably benefit your community with his enthusiastic management skills.

Given all these attributes, I have no hesitation in assuming that it will place him among the top candidates for any city manager position. I strongly recommend him to you, and am very happy to further amplify his qualifications to you. Please feel free to call me at the University at 305-348-2825.

Sincerely,

A handwritten signature in blue ink that reads "Luis A. Prieto-Portar".

Prof. Luis A. Prieto-Portar, Ph.D., P.E.
Department of Civil and Environmental Engineering
Florida International University
Phone: 305-348-2825 ; Fax: 305-348-2802 ; E-mail: prieto@eng.fiu.edu



Randy Mora

From: Patrick Marsh <patmar0620@gmail.com>
Sent: Tuesday, June 1, 2021 11:57 AM
To: Randy Mora
Subject: KC Manager Application - Patrick Marsh
Attachments: Cover letter Town of Kenneth City, FL - Town Manager.docx; Reference List 2021.docx; Resume - Patrick Marsh.docx

Randy, I have attached my resume, cover letter, and references for the Town Manager position. Please let me know if you need anything additional.

Regards,

Patrick Marsh

Patrick Marsh



patmar0620@gmail.com



(608) 212-2707



5990 47th Ave. NW, Rochester, MN 55901

June 1, 2021

Town of Kenneth City
Human Resources Department
6000 54th Avenue North
Kenneth City, FL 33709-1806

To: To whom it may concern,

I was excited to see your listing for the Town Manager position on the ICMA website. As a dynamic City Manager/Administrator and Economic Development Director with over thirty years of professional experience in the public sector, including eighteen in local government management, I am confident that I would be a valuable asset to the Town of Kenneth City.

Your job listing mentions a need for someone with a broad range of knowledge of local government management, planning and economic development, which are all areas I have extensive experience in. I was most recently employed by the City of Fitchburg, Wisconsin, where I honed my skills in local government management, while focusing on business growth and retention in the community. While employed there, I successfully managed a balanced budget while playing an active role in growing the equalized value of the community. Fitchburg is one of the fastest growing communities in Wisconsin and has been for the last four years.

I am confident that my proven track record of excellent work ethic, unparalleled attention to detail, and knack for team building will make me an immediate asset to Kenneth City, and allow me to contribute to the team's success.

I look forward to discussing the Town Manager position and my qualifications with you in more detail. I am available to talk at your earliest convenience. I will be in touch next week to follow up, just to make sure you've received my application.

Thank you so much for your time and consideration.

Sincerely,

Patrick S. Marsh

Patrick Marsh

ICMA – Credentialed Manager



Tel: 608-212-2707



patmar0620@gmail.com



5990 47th Avenue NW
Rochester, MN 55901

EDUCATION

Master's Degree

Major: Public Administration
Northern Illinois University - 2004

Bachelor of Arts

Major: Business/Public Adm.
Augustana College - 1988

EXPERTISE

Leadership

Team Management

Economic Development

Tax-Increment Finance

Finance & Budgeting

Planning & Zoning

Land-Use

Sustainability

Transportation

CAREER OBJECTIVE

To utilize my thirty years of local government experience, including eighteen years of local government management, to provide exceptional local government management in an effort to increase quality of life for residents, business, and, visitors to the community.

EXPERIENCE

City Administrator – City of Fitchburg

Fitchburg, Wisconsin – September 2015 to January 2021

- Chief Appointed Official for the City of Fitchburg
- Primary contact for elected officials (Mayor and eight Common Council members)
- Primary contact for business recruiting, retention and expansion
- Responsible for the day-to-day management of fifteen department heads.
- Lead staff for annual budget preparation and management
- Liaison between local organizations such as the Chamber of Commerce and the City

City Administrator & Economic Development Director – City of Monona

Monona, Wisconsin – November 2007 to September 2015

- Chief appointed official for the City of Monona
- Primary contact for elected officials (Mayor and six Common Council members)
- Primary contact for business recruiting, retention and expansion
- Responsible for the day-to-day management of ten department heads
- Served in the role of Deputy Clerk and assisted with elections, etc.

Village Administrator & Economic Development Director –

Coal Valley, Illinois – June 2003 to November 2007

- Chief appointed official for the Village of Coal Valley
- Primary contact for elected officials (Village President and six Trustees)
- Primary contact for all planning and economic development activities
- Responsible for the annual budget and daily management of four department heads

Patrick Marsh

ICMA – Credentialed Manager



Tel: 608-212-2707



Patmar0620@gmail.com



5131 East Cheryl Pkwy
Apartment # 207
Fitchburg, WI 53711

EXTRA

Board of Directors

Illinois City/County Managers
Association, 2005-2007

Board of Directors

Wisconsin City/County Managers
Association, 2008-2012

Board of Directors

Cities & Village Mutual Insurance
Company, 2014-2015

Volunteer Coach

Monona Youth Recreation
Baseball, Football, Wrestling
2010-2015

TECHNICAL SKILLS

Efficient in Microsoft software

Word, Excel

EXPERIENCE CONTINUED

Assistant City Manager – City of Eldridge

Eldridge, Iowa – December 2002 to June 2003

- Assisted the City Manager with day-to-day operation of the City
- Assisted the City Manager with budget preparation and management
- Lead staff person for all economic development, planning and zoning activities
- Primary contact for all property maintenance complaints
- Primary liaison between the City Council and City staff

Director of Operations – iPower Distribution Group

Rock Island, Illinois – July 2000 to December 2002

- Lead staff member for a multi-disciplinary, twelve business conglomeration focused on providing one-stop opportunities for industrial material replacement and operation (MRO)
- Reported to a twelve member Board of Directors on monthly operations of company operations
- Lead staff liaison between member companies and industrial clients (Case IH, John Deere, and, Honeywell)
- Managed eight employees

Senior Planner – Bi-State Regional Commission

Rock Island, Illinois – February 1989 to July 2000

- Lead staff person for all transit and park and recreational activities in a two state, five county and forty plus local governments in the Quad City Metropolitan Area and adjacent rural counties
- Assisted local governments with land and right-of-way acquisition for multi-use trails throughout the region
- Coordinated multi-use trail development with the state-wide network of regional trail systems in northern Illinois
- Assisted local governments with comprehensive planning and park and recreation master plans

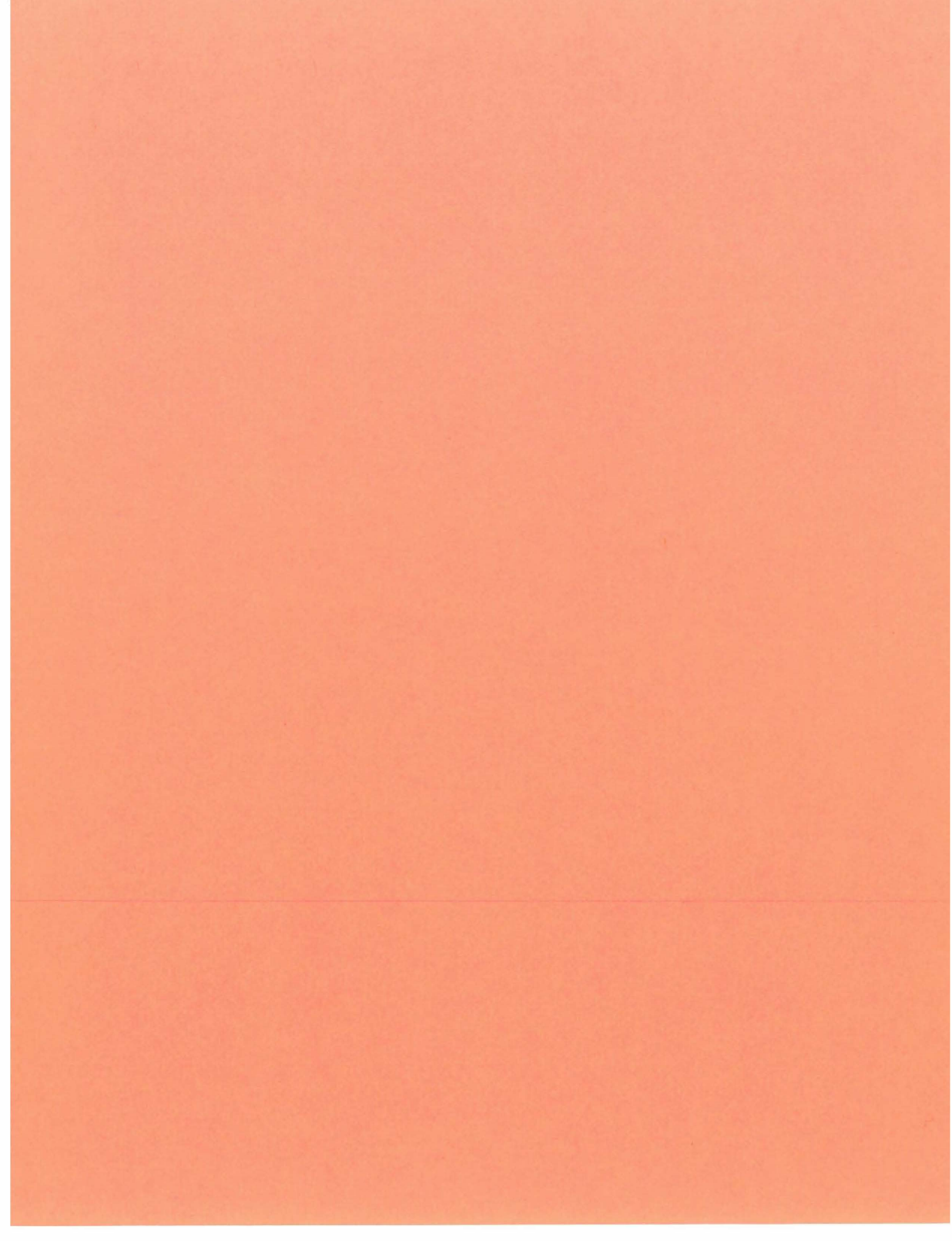
Intern – Duane Olivier Associates & City of Moline

Moline, Illinois – September 1987 to March 1988

- Assisted local governments with planning documents and asset management inventory systems
- Assisted business consultant with various planning and economic development projects for local governments
- Reviewed local government ordinances for compliance
- Attended city council and village board meetings to experience governing operations of local government

Patrick Marsh – Professional Reference List 2021

<u>Name</u>	<u>Title</u>	<u>Location</u>	<u>Phone</u>	<u>email address</u>
Craig Wagner,	Business Owner,	Rock Island, IL.,	(309) 314-4620,	cwagner@rilcoinc.com
William Cole,	City Attorney,	Monona, Wi.,	(608) 228-3995	wcole@axley.com
Daniel Bahr,	Former Alderman,	Fitchburg, Wi.,	(608) 225-3020	danbahr@gmail.com
Robb Kahl,	Former Mayor,	Monona, Wi.,	(608) 212-1076	r.kahl@cbgwi.com
Chris Armstrong,	Developer,	Fitchburg, Wi.,	(608) 445-2769	chris@avanteproperties.com
Jason Gonzalez,	Former Mayor,	Fitchburg, Wi.	(608) 445-2069	jgonzalez@uwalumni.com
Scott Kelly,	Business Owner,	Fitchburg, Wi.	(608) 576-0490	scott_kelly@AJG.com
Daniel Owen,	Pastor,	Fitchburg, Wi.	(717) 877-8105	dowen@blackhawkchurch.org
Leah Kimmell,	HR Director,	Monona, WI.	(608) 222-2525	lkimmell@ci.monona.wi.us
Jacob Anderson,	Parks Dir.,	Monona, WI.	(608) 212-2525	janderson@ci.monona.wi.us



Timothy Rhode

4460 Danbury Drive Brookfield, WI 53045 262-232-1161 Trhodestfrancis@gmail.com

June 24, 2021

Town of Kenneth City
Mayor Robert J. Howell and City Council
4600 58th Street North
Kenneth City, FL 33709

Dear Mayor Howell:

Please find enclosed my resume for the position of Town Manager. I offer you and the Council my leadership and experience in budgeting, human resource management, economic development, tax increment financing, and Bid district coordination. More specifically, 17 years of successful municipal management with a strong service-oriented approach. As you can see from my resume, I offer Kenneth City strong administrative leadership, transparency, and the ability to be a "people person" during my time managing communities.

Additionally, I've created and implemented initiatives such as performance-based management and financial trends monitoring. These programs have simplified and outlined the trends and performances of my staff, thereby allowing elected officials and citizens additional transparency into their local government.

I feel I am a strong candidate for the Town Manager position. I am confident my 17 years of experience in the public sector coupled with my education and five years in the private sector enable me to make a significant contribution to your community. I also feel, after reviewing my resume and speaking with individuals I've worked with, you'll find I am hardworking, and a highly self-motivated team orientated person who can meet the needs of your next Town Manager.

I would appreciate an opportunity to discuss my knowledge, skills, and abilities, as well as my work history. I may be contacted at (262) 232-1161 or by email at Trhodestfrancis@gmail.com. Mr. Howell, thank you for your time and consideration of my application.

Sincerely,

Tim Rhode

Timothy Rhode

4460 Danbury Drive · Brookfield, WI 53045 · 262-232-1161 · TRhodestfrancis@gmail.com

PUBLIC PROFESSIONAL EXPERIENCE

Village of Hartland, WI Population 9,320; 262-367-2714

1/20 -6/21 Village Administrator

- Managing the day-to-day operations of a Village with 74 FTE and a total budget of 15.3 million dollars. Full-service community located in upscale Lake Country.
- Project manager of rapid downtown mill/overlay to minimize downtown business interruption.
- Implemented first performance review process tied to wage and compensation.
- Managed three successful Plan Unit Developments in the Village totaling \$104,800,000 of new value which met the Village Board goals and objectives for new development.
- Managed staff during COVID-19 with minimal office closure or impact to residents.

Town of Cedarburg, WI Population 6,200; 262-377-4509

5/16 -12/19 Town Administrator

- Managing the day-to-day operations of a Township with 12 FTE and a total budget of 3.5 million dollars.
- Project manager of \$1.7 million Korb Sports Complex project; a regional sports facility including 8 ball fields and 3 soccer/football fields. Led the fundraising team which raised an additional \$750,000 in private funds for the public project.
- Negotiated town/city/school agreements achieving Town Board goals and objectives.

City of St. Francis, WI Population 9,433; 414-481-2300

5/11 - 5/16 City Administrator

- Managing the day-to-day operations of an urban community with 72 FTE and a total budget of 10 million dollars. Full-service community bordering the City of Milwaukee.
- Designed and implemented first employee handbook, first personnel performance review process, and electronic time keeping/payroll system.
- Successfully negotiated contracts with Police, Fire and Dispatch Union in post Act 10/32 environment, accomplishing goals and objectives of the City Council.
- Led Project Team on new 45,000 sq ft/\$11.5-million-dollar Civic Center (police/fire/city hall) on budget/time.
- Updated and revised strategic plan from 2003 with vision for lake front development.
- Created new TIF District with 10-million-dollar project plan for retail and industrial redevelopment along Layton Avenue.
- Web development with municipal applications and implementation of text/email alerts and social media.

Village of Butler, WI Population 1,982; 262-783-2525

2/06 - 5/11 Village Administrator/ Clerk

- Managed the day-to-day operations of an urban community with 22 FTE and a total budget of 4.4 million dollars. Full-service community bordering the City of Milwaukee.
- Developed successful initiatives within the Village TIF District including: new project plan, 6 million dollars of redevelopment and creation of a 5 year Community Development Authority strategic plan for redevelopment of our "main street" intersection.
- Project manager major construction projects: New Library (2008), Remodeled Village Hall (2010) and resurfaced Hampton Ave, our downtown "main street," fully funded by ARRA (2010).

Timothy Rhode

4460 Danbury Drive · Brookfield, WI 53045 · 262-232-1161 · TRhodestfrancis@gmail.com

City of Monticello, IA Population 3,749; 319-465-6435

3/04 – 2/06 City Administrator

- Managed the day-to-day operations of a rural community with 33 FTE and 24 PTE/volunteer and a total budget of 5.5 million dollars.
- All economic development responsibilities including Chairmen of the six County Hwy 151 development organization.
- Created and implemented various new initiatives including: \$350,000 in airport grants, \$450,000 in Vision Iowa grants, alternative revenue sourcing from utility franchise fee, highway commercial district, and nuisance ordinance.
- Project manager for the construction of the Mary Lovell LeVan Renaissance Center: a 2.4 million dollar addition to City Hall housing Police, Veterans Hall/ Senior Center, Library and Council Chambers.

City of Waukesha, WI Population 66,327; 262-524-3745

2/03 – 3/04 MPA City Administrator Internship

- Implementation and creation of new GASB 34 financial accounting standards, completed both financial trends monitoring report, and cost analysis boiler plate for City service. Created and implemented Performance Measurements Project.
- Assist in the day-to-day operations of a community with 503 FTE and total budget of 109 million dollars.

PRIVATE PROFESSIONAL EXPERIENCE:

12/96 – 12/02 Professional Management and Sales/ Consulting Position with Enterprise Rent-A-Car, PageNet and Pitney Bowes.

PROFESSIONAL AND LOCAL AFFILIATIONS:

- Hartland BID Board of Directors, Lake County Rotary Club
- Cedarburg Chamber of Commerce Board Member, Ozaukee County Economic Development Board Member, Troop 56 Scoutmaster
- Member of St. Francis Association of Commerce, executive member of the St. Francis Economic Development Committee and board member of the South Shore Experience, St. Francis Arts Council
- UWM Graduate School mentor program leader
- Member of MMSD TAT Council, Butler Area Chamber of Commerce Board of Director, MAMEA Member and Member of Be SMART Coalition
- Chair of the Hwy 151 Development Committee, Youth Assets Co-Chair, Co-Chair of the Monticello Community Planning Board, Vice President of the Monticello Rotary, Marketing Monticello Co-Chair, and Jones County Empowerment board member
- ICMA/WCMA – International/Wisconsin City Managers Association member

EDUCATION:

- University of Wisconsin-Whitewater, Whitewater WI:
B.S. Public Policy and Administration/ Emphasis in Management. December 1996
- University of Wisconsin-Milwaukee, Milwaukee WI:
Master of Public Administration/ Municipal Management Track. May 2004

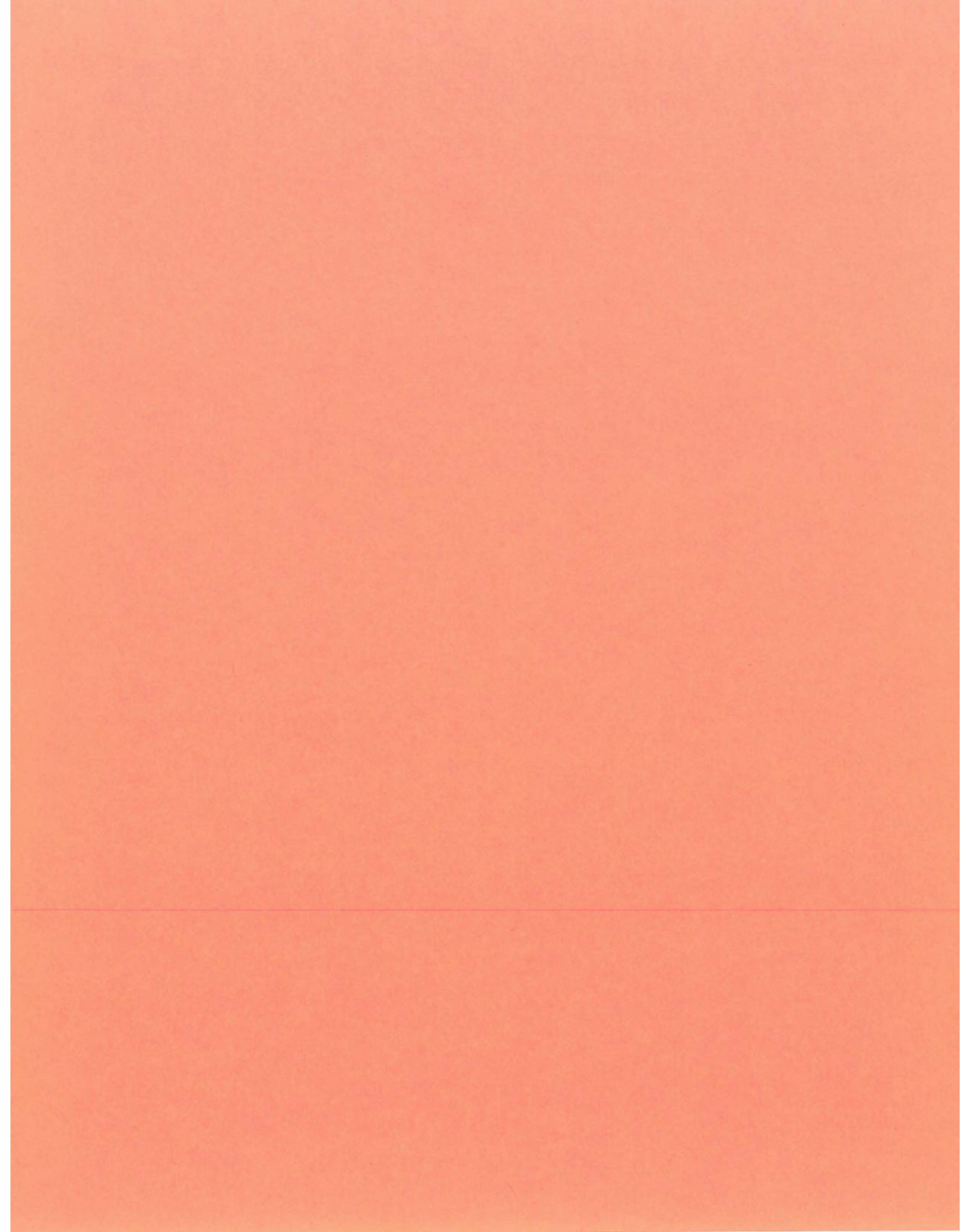
Timothy Rhode

4460 Danbury Dr • Brookfield, WI 53045 • 262-232-1161 • Trhodestfrancis@gmail.com

June 25, 2021

References

<u>NAME</u>	<u>POSITION</u>	<u>PHONE/EMAIL</u>
Dave Salvaggio	Cedarburg Town Chairman	262-302-0531
Torin Misko	Hartland Police Chief	262-424-6756
Eric Ryer	Town Administrator	Eryer@town.cedarburg.wi.us
Adam Monticelli	Cedarburg Director of DPW	Amonticelli@specopsductwork.com
Al Richards	Mayor of St. Francis	414-698-3259



June 25, 2021

Dear City Attorney:

I recently saw your advertisement relative to the position of Town Manager, Kenneth City, Florida and I would like to be considered as a candidate for this position. **I am a candidate with demonstrated success working in a collaborative and participative environment with emphasis on customer service, and economic development. I have experience in finance, personnel, public relations, water & wastewater utilities and excellent written and oral communication skills. Further, my background comports with the attributes desired by the Town for its next Town Manager. In short, my experience, knowledge, background, skills, and abilities make me a solid fit for this opportunity.**

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 Kenneth City is seeking to employ.

Sincerely,

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

1071 Candlelight Blvd. Apt B31
Brooksville, FL 34601

Mark A. Kutney, AICP, ICMA-CM
1071 Candlelight Blvd., B 31; Brooksville, FL 34601
C (561) 601-4632
makutney_3254@mail.com

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

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 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 personal policies manual** 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 38th 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 148th 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.PWa

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.

References for Mark A. Kutney, AICP, ICMA-CM

Pat Brayton, Mayor
City of Brooksville
201 Howell Avenue
Brooksville FL 34601
Cell (352) 232-2233
Home (352) 796-4840

Robert Battista, Vice Mayor
City of Brooksville
201 Howell Avenue
Brooksville FL 34601
Cell (352) 584-8964
Home (352) 796-8840

Gretchen R.H. (Becky) Vose, ESQ.
Vose Law Firm
324 W. Morse Boulevard
Winter Park, FL 32789
Cell (407) 448-0111
Office (407) 645-3735