

November 28, 2020

Mayor Linda Provencher  
Commissioner Rick Belhumeur  
Commissioner Jane Mealy  
Commissioner Ken Bryan  
Commissioner Eric Cooley  
Commissioner Deborah Phillips

Honorable Mayor and Commissioners:

Per the Application Instructions, please accept this Cover Letter, Résumé and References for your consideration in the selection of the Flagler Beach, City Manager. The Résumé provides the detail and the References confirm a career defined by the highest levels of integrity, leadership and achievement in local government. I have also included Letters of Recommendations from Elected Officials that link the attributes these officials experienced in me to the desired qualifications and experience the Commission is seeking in their next City Manager.

I have been a resident and tax payer of Flagler Beach for 17 years and possess a Masters Degree in Business Administration, (MBA) and have over twenty-five years of public and private administrative experience. I am an ICMA Credentialed Manager having been recognized by ICMA for 20 Years of “dedicated service to local government”. My local government experience is a verifiable, successful work history leading Florida and Georgia’s most urban and most rural, municipal and county governments through the operational, financial and developmental challenges that the City of Flagler Beach will have to manage over the next twenty years.

My Contract Administration experience is a solid history of delivering quality results and completing projects on time and within budget. I have authored State and Federal appropriation exceeding \$25 million dollars and managed / implemented over \$100 million dollars in local government infrastructure. Projects include regional water, wastewater and storm water systems, roadway / bridges / walkways, court facilities, jails, extensive police, fire and EMS facilities, emergency operations centers, landfill operations, airport improvements, coastal and inland erosion management and a broad range of recreation facilities.

Specific to the City Manager’s qualifications, I have a well-documented history of leading organizations to operational and financial sustainability. My local government experience includes final responsibility for managing Budget, Finance and Procurement Departments, Public Safety Services, Utilities, Public Works, Capital Improvement Projects, Developmental Services, Parks and Recreation, Facilities, Code Enforcement, Human Resources, Information Technology and Community Redevelopment Agencies (CRAs) and Special Taxing Districts. I have served as the local government liaison to regional, state and federal legislators and regulatory agencies and the lead negotiator for General Labor and Collective Bargaining Units. I also serve as the Contract Administrator for consulting Services Agreements, Legal, Engineering, Solid Waste, Architectural, Actuarial, Auditing, Lobbyist and Building Administration services.

I have initiated and managed infrastructure projects funded by Florida Department of Environmental Protection (FDEP), Community Development Block Grants (CDBG) and Economic Development Administration (EDA). Additionally, I have extensive Florida Emergency Management experience, including Flagler County leading the preparations, response, mitigation and recovery from five Federal Declarations of Emergency.

Commissioners, I appreciate the chilling affect that a termination can and should have, when evaluating candidates for leadership roles. As such, it is important to me at the very beginning of this process that I address my separation from Jackson County Florida.

The Jackson County Florida County Commission terminated my employment agreement by a 3-to-2 vote after only 3 weeks serving as County Administrator. The termination was initiated by a single Commissioner and was purportedly based upon complaints from one employee that alleged a verbal, hostile work environment. The County's Consulting Labor Attorney's hired specifically to investigate the employee's complaint determined that none of the allegations were "gender based, severe or pervasive". The investigation concluded that the complaints "did not rise to the level of a hostile work environment."

The timing of the complaint and investigation coincided with my reporting the ill regularities between a Jackson County Utility Service Agreement and the County's Refinancing Bond Covenants. The ill regularities were edits in the financial section of the Utility Service Agreement had not been disclosed to or authorized by an affirmative vote of the Board of County Commissioners. These edits provided a substantial financial benefit to one districts of ratepayers at the expense of all remaining ratepayers.

Most important for the Flagler Beach Commission to know about me is that it is my personal standards, the Jackson County Code, the oath I affirmed as a Florida County Administrator and adherence to the ICMA Code of Ethics, that would compel me to make the same disclosures today as I did in March 2018.

The management decisions I made over my public service career have withstood "the tests of time". These successes were only possible by a collaborative "team effort" between citizens, elected officials and local government staff. Official documentation from each jurisdiction I have served confirm, steadily improving conditions and the operational solutions our "teams" implemented produced the intended results.

Citizens, elected officials and professional staff I have served, consistently report that I excel in keeping ALL stakeholders, equally and well informed and that I have an outstanding record of developing and maintaining ethical, diverse and high performing organizations.

In preparing this submittal, I have carefully reviewed the City's 2018 and 2019 Annual Financial Statements and reconciled these document to the 2020 and 2021 Operational Budgets and Capital Plans. I also researched the City's Code of Ordinances, Pension Valuation Reports, Comprehensive Plan, CRA documents, Commission minutes and local media regarding Flagler Beach.

With the management needs of the City, it is essential that the individual selected have the financial expertise and in-coming operational competencies to transition into all the City's leadership role(s) quickly and efficiently. I have that ability and will be a contributor on day one. I am confident that my leadership skills, local government experiences and management style are an excellent fit to the existing and future needs of the City of Flagler Beach.

Sincerely,

  
Lyndon L. Bonner, ICMA-CM

Email: [lyndonbonner@gmail.com](mailto:lyndonbonner@gmail.com)

Lyndon L. Bonner, ICMA-CM

Email lyndonbonner@gmail.com

### 1. Administrative Overview:

A private and public service career that includes over twenty-five years of successful, experience managing the full range of operations and services that the City of Flagler Beach provides. I have verifiable expertise in the areas of sustainable budgeting, finance, law enforcement, emergency services, jail operation, procurement, utilities management, community planning, contract administration, capital planning, large-scale project management, organizational development, succession planning, performance measures, human resources, collective bargaining, economic development, public transportation, information technology, parks and recreation, marina and airport management, grant acquisition, inter-governmental coordination and modern construction methods.

Local government administrative experiences range from managing municipal jurisdictions with less than 50 employees to final administrative responsibilities in a county jurisdiction with over 1,600 employees and combined annual Operational and Capital Budgets exceeding \$320 million dollars.

Beyond individual accomplishments, I believe the most significant contribution I bring to local government centers on increasing individual and organizational competencies. The ongoing achievements of elected officials and staff I have had the privilege to serve are professionally motivating and personally gratifying.

### 2. Education:

College of Central Florida, Ocala, Florida.	Associates Arts & Associate of Science	AA/AS
University of Florida, Gainesville, Florida.	Bachelor of Science in Business Administration	BSBA
Webster University, St. Louis, Missouri.	Master of Business Administration	MBA

### 3. Professional Affiliations / Certifications:

Florida Notary Public	Commission Number	EE 205235
Florida League of Cities	Past Finance Committee	
Florida County Court Mediator	Mediation (Inactive)	Certification
Advanced Public Information Official (FEPA)	Emergency Management	Certification
Emergency Coordinators "Train the Trainer" (FEMA)	Emergency Management	Certification
Florida Governmental Finance Officers Association	Member Affiliate	
Georgia Governmental Finance Officers Association	Member Affiliate (Inactive)	
International City and County Managers Association	Credentialed Manager	Certification

### 4. Management and Administrative Summary:

1973-1983	Heavy Road and Bridge Construction - Journeyman / Supervision / Government Liaison
1983-1993	Commercial Marine and Automotive Distribution Industry - Training / Management
1993-2013	Local Government, Municipal and County - Management / Administration
2000-2016	Public, Private, Not-For-Profit and Volunteer - Consulting / Management Services
2015-2019	Local Government, Municipal and County - Management / Administration

## 5. Local Government Employment:

Employer: Jackson County, Florida – County Commission  
Title: County Administrator  
Dates: March 5, 2018 – March 26 2018  
Employees: 424 Population: 49,746  
Budget: \$63 Million FY 2017-2018  
Contact: Mrs. Lennetta Loman-Greene, Human Resources Director Phone: 850-482-9865

### Responsibilities:

Serve as Florida County Administrator in accordance Florida Statutes 125 and the Jackson County Code of Ordinances. Responsible for Administration, Finance / Budget, Fire / EMS Services, 911, Emergency Management, Collective Bargaining, County Jail, Senior Services, Human Resources, Risk Management, Transit, Fleet, Capital Improvements, Information Technology, Code Enforcement, Planning / Permitting / Building Services, and Parks and Recreation. (Commissioner’s recommendations included.)

### Major Accomplishments:

- ♦ Revived and scheduled an Inmate Contribution Rates at the County Jail.
- ♦ Developed Capital schedule demonstrating the multi-million dollar impact of deferred CIP costs.
- ♦ Engaged staff and citizens in addressing Jackson County’s financial and operational challenges.
- ♦ Reported the (undisputed) ill-regularities between the County Utility Customer Contracts, Rate Schedules and the 2015 Bond Refinancing Covenants.

Employer: City of Brooksville, Florida – City Council  
Title: Interim City Manager  
Dates: May 2017 – November 2017  
Employees: 120 Population: 8,074  
Budget: \$ 46 Million FY 2017-2018  
Contact: Mrs. Lynn Sosa, Human Resources Director Phone: 352-540-3810

### Responsibilities:

The City of Brooksville City Manager is the Chief Executive Officer for a full-service, municipal government providing Administration, Police, Fire and Emergency Medical Services, Utilities, Parks and Recreations, Public Works, Community Redevelopment and Main Street programs. On May 15, 2017, I was appointed to a six-month term as Interim City Manager.

The City was suffering a financial crisis, the loss of key personnel, increasing operational costs with meager increases in revenue and depleted reserves. Although the Council solicited my accepting the position, I declined pursuing the City Manager position upon my appointment, knowing that the best way I could serve this City Council and the residents of Brooksville was to develop a comprehensive plan to manage the City’s financial position and recruit talented contributors for the City’s open leadership roles. (Mayor’s Letter of Recommendation and City Council Proclamation included)

### Major Accomplishments:

- ♦ Develop Five Year Operational and Capital Improvement Plan.
- ♦ Managed the recruitment and selection of a Deputy City Clerk, City Clerk, Interim Fire Chief, two Fire Captains, Executive Assistant, City Attorney and a permanent City Manager.
- ♦ Served as the City’s Lead Negotiator for Collective Bargaining.
- ♦ City’s Emergency Manager during preparation, response and recovery from Hurricane Irma.

## 5. Local Government Employment:

(Continued)

Employer: Henry County, Georgia – County Commission  
Title: County Manager  
Dates: October 2015 – January 2017  
Employees: 1,674 Population: 240,000  
Budget: \$218M General Fund / Operational FY 2016-2017  
Contact: Human Resources Phone: 770-288-6000

### Responsibilities:

The Henry County Manager is Chief Executive Officer, responsible for General Administration, Finance / Budget, Public Safety (Police, Fire/EMS, 911 and Emergency Management), Human Resources, Risk Management, Transit, Fleet, Capital Improvements, Information Technology, Code Enforcement, Planning / Permitting / Building Services, Airport, Golf Course, Senior Services and Parks and Recreation. (Chairman and Commissioner's recommendations included.)

### Major Accomplishments:

- ♦ Increased the General Fund's Unrestricted Fund Balance by \$5.8 million. (2016 CAFR)
- ♦ Secured \$7.8 million in Grant Funds from Georgia Department of Transportation.
- ♦ Developed the Henry County's first 5 Year-Operational and Capital Budget. (Adopted May 2016)
- ♦ Acquired aviation hangars from private receivership valued at \$1.5 million at no cost to County.
- ♦ Mobilized a stalled \$2.0 million gravity collection system to serve the Henry County Airport.
- ♦ Led \$5.0 million ERP / Public Safety / CADD hardware and software migration / renovation project.
- ♦ Implemented cost containment program that saved General Fund Budget \$11,113,424 during 2016.

Employer: City of North Miami Beach, Florida – City Commission  
Title: City Manager  
Dates: March 29, 2011 – September 30, 2012  
Employees: 422 Population: 41,523  
Budget: \$111 Million FY 2012-2013, (\$121 Million FY 2010-2011)  
Contact: Mrs. Audrey Williams, Human Resources, Phone: 305-948-2900

### Responsibilities:

The City North Miami Beach is a full service municipal government delivering services via five divisions, General Administration, Public Services, Police, Leisure Services and Finance / Budget. The City Manager also serves as a Pension Board Trustee, the Executive Director of the Community Redevelopment Agency (CRA), Chief Purchasing Agent and the City's Lead Negotiator for Collective Bargaining negotiations. (Mayor's and Councils recommendations included.)

### Major Accomplishments:

- ♦ Increased the General Fund's Unrestricted Reserve Fund Balance by \$2.9 million. (2012 CAFR)
- ♦ Restored the Enterprise Construction Reserves from negative (\$4) million to a positive \$7 million.
- ♦ Adjusted General Fund operations and expenditures to overcome the Revenue short fall of \$7.5 million dollars in 2011-2012 Budget. (2012 CAFR)
- ♦ Developed and implemented organization's first financial and operational performance measures.
- ♦ Updated legacy IT infrastructure. \$3.2M for construction, hardware, ERP analysis and data migration.
- ♦ Developed analysis and implementation methods for the City's sustainable Pension Reform Plans.
- ♦ Updated legacy IT infrastructure. \$3.2 M for renovations, hardware, ERP analysis and data migration.

## 5. Local Government Employment:

(Continued)

Employer: Okeechobee County, Florida - Board of County Commissioners  
Title: County Administrator  
Dates: April 2008 – February 2011  
Employees: 418 Population: 39,996  
Budget: \$121 Million FY 2007-2008, \$89.7 Million FY 2010-2011.  
Contact: Human Resources Department  
304 NW 2<sup>nd</sup> Street, Okeechobee, Florida 34972 Phone 863-763-6441

### Responsibilities:

I directly supervised Budget Preparation, Capital Improvements, the Road and Bridge Department, Airport, Industrial Park, Solid Waste Services, Fleet Management, Emergency Management, Planning, Building and Code Compliance, Airport, Civic Centers, Parks, Campground and Marinas. I was also responsible for supervising the work of external consulting engineers, legal counsel and grant consultants. I served as the Lead Negotiator to Collective Bargaining Units that included the International Association Fire Fighters and International Brotherhood Operating Engineers. (Chairman and Commissioners Recommendations included.)

### Major Accomplishments:

- ♦ Secured funding and completed over \$7.5 million for Building - Capital Building Projects including the complete restoration of the Historic Okeechobee County Court House and construction of a new 911 Emergency Operations Center, BOTH on time and within budget.
- ♦ Increased service levels while experiencing a 25% decrease in revenues.
- ♦ Administered Specialty Grants for Capital Improvement Projects, including a \$4.4 million airport / runway rehabilitation project, \$2 million dollars in storm water management projects and affordable housing units, \$1.3 million emergency bridge rehabilitation and \$2.7 million dollar Florida Department of Transportation - Local Agency Projects (LAP) funding.
- ♦ Administered the response / restoration operations of two State Declarations of Local Emergency and negotiated Final Closed-Out of FEMA Claims resulting from the 2004 Hurricane Season.

Employer: Sumter County, Florida - Board of County Commissioners  
Title: Interim Assistant County Administrator  
Dates: February 2007 - December 2007  
Employees: 437 Population: 93,420  
Budget: \$ 134 Million  
Contact: Human Resource Department Phone 352-793-0200

### Responsibilities:

Coordinated the activities and communications among assigned departments, including problem identification / resolution and completion of major Capital Improvement Projects.

Provide administrative assistance to the Board, County Administrators and Staff. The position's responsibilities included that of the Assistant Budget Officer, responsible for coordinating the budget process, analyzing budgetary actions and supervising the preparation of the county budgets. My major contributions to the 2007-2008 Sumter County budgets were related to implementation Capital Improvement and completing several Special Projects that has been delayed by personnel changes. My assignment in Sumter County was a ten-month Contract for Interim Services. This arrangement came about as a result of the County Administrator being called to active military duty and my being recruited to serve as Assistant County Administrator until his return. (Supervisor's recommendations included.)

**5. Local Government Employment: Sumter County, Florida**

**(Continued)**

Major Accomplishments:

- ♦ Direct and final administrative oversight responsibilities for the work of consulting engineers, contractors, compliance officials, site inspections and payment disbursements for Sumter County's portion of the Lake Panasoffkee restoration project. At the time this was the largest fresh water lake restoration effort in the United States.
- ♦ Supervised the re-permitting, completion and compliance certifications of the Sumter County Fair Grounds Exposition Center.
- ♦ Coordinated and expedited the Emergency Permitting Review / Fee Waiver Authorizations for emergency repairs and restorations during the 2004 Federal Disaster Declaration. (An F3 tornado that killed 8 and severely injured 25 people, destroying 301 and damaging another 1100 homes.)
- ♦ Responsible for the work plan that resolved emergency weather notification failures. I negotiated the equipment purchase, Tower Leases, the geo-technical and transmitting analysis and obtained the Permitting from State and Federal regulatory agencies. This work was completed on schedule and under budget. The National Weather Service reported that this installation was operational in the shortest time in the agency's history.

Employer: City of Bunnell, Florida - City Commission  
Title: City Manager  
Dates: May 2002 - May 2006  
Contact: Mayor Catherine Robinson Phone: 863-437-7500

Responsibilities:

By Charter, the City Manager is the Chief Executive Officer of the City, responsible for all the administrative and operational functions of the City. (Mayor and Commissioners available.)

Employer: City of Dunnellon, Florida - City Commission  
Title: Director of Public Services  
Dates: December 1998 – July 2001  
Contact: City Clerk's Office Phone: 352-465-8500

Responsibilities: The position of Director of Public Services was a highly responsible position that supervised all the administrative and operational functions of the City's Water & Wastewater Utilities, Road & Streets Department, City Garage, Community Development Department, Building Inspections, Grant Development, Comprehensive Planning, Code Enforcement, Planning and Zoning, Facility Management, Parks and Recreation Department, Animal Control, Emergency Management and the Solid Waste Collection / Recycling Programs. (Mayor and Council's recommendations available.)

Employer: City of Wildwood, Florida - City Commission  
Title: Project Planner, Senior Planner, And Emergency Management Coordinator  
Dates: November 1993 – November 1998  
Contact: Human Resources Phone: 352-330-1330

Responsibilities: The training and development of the Community Development Department Staff including Director, Building Official, Planners, Code Enforcement Officer and Permitting Technicians. Supervised all the work related to Comprehensive Planning and Land Use legislation, site plan reviews, plats, concurrency determinations, environmental and developmental permitting. The Project Planner responsible for coordinating the work necessary for the expansion of municipal water and sewer utility.

**5. Local Government Employment:**

City of Wildwood, Florida

**(Continued)**

This was an expansion and capacity building project of a small municipal system to become a regional provider of water, wastewater and reuse utility services. Emergency Management Coordinator responsible to the development of the City emergency management plans and coordinating the response during catastrophic events. (Mayor and Council's recommendations available.)

**6. Personal:**

I aspire to be personable and business-professional at all times and have a natural tendency to see and utilize humor in everyday situations. My leadership style is best characterized as facilitative and participatory. I am not afraid to acknowledge someone else has a better solution. Administratively, I listen and appreciate the fact that differing perspectives often improves decision-making. I make informed decisions and accept responsibility for my actions. I believe and work under the premise that leadership is a blend of elements not assured by a command of facts or position of authority. I value reciprocal accountability and expect managers to manage, be accountable and recognized for their work, accepting nothing less of myself.

I am married to Pamela Lynne Bonner. Pam is career law enforcement professional and we are blessed with a 16-year-old Son, John Christopher. We are community volunteers and I serve as a Chartered Adult Leader with Troop 72, North Florida Council, Boy Scouts of America. I enjoy excellent health and am an avid outdoorsman. My hobby interests include paddle sports, sailing, power boating, hiking / camping, photography, drone piloting and GM performance engine building.



November 26, 2020



## 7. Professional References:

Dr. Willie Spires, Jackson County Florida, Commissioner Telephone (850) 573-1000  
Dr. Spires is one of five Commissioners that were my Supervisors.

Mr. Tommy Smith, (Retired) Chairman, Henry County, Georgia Commission. Telephone: 687-471-3204  
Chairman Smith is one of six Commissioners that were my Supervisors.

Mr. Mark Kutney, City Manager, Brooksville, Florida. Telephone: \_\_\_\_\_  
Mr. Kutney was appointed Brooksville City Manager in the recruitment process I managed for the City Council.

Mr. Mac Serda, City Manager, Town of Hillsboro Beach, Florida. Telephone: \_\_\_\_\_  
Mr. Serda is a former Direct Report employee who served as the Assistant City Manager in North Miami Beach, Florida.

Mrs. Shari Kamali, Deputy City Manager, City of South Miami, Florida Telephone: \_\_\_\_\_  
Mrs. Kamali is a former Direct Report employee who served as the Director of Public Services in North Miami Beach, Florida.

Mr. Brian O'Connor, Procurement Officer, Davie Florida Telephone: 305-338-4800  
Mr. O'Connor is a former Direct Report employee who served as the Procurement Director in North Miami Beach, Florida.

## 8. Character References:

Mr. David R. Ellspermann, Marion County, Florida Clerk of Court Telephone: \_\_\_\_\_  
Mr. David Alvarez, F.P. & L. Design Engineer (Retired) Telephone: 941-737-0823

## 9. Written References:

Mr. David Haas, Flagler Beach, resident and former Flagler County Administrator (Retired)  
Dr. Willie Spires, Commissioner Jackson County, Florida.  
City of Brooksville, Florida Commission - Proclamation.  
Mayor Robert Battista, City of Brooksville, Florida Council  
Chairman Tommy Smith (Retired) Henry County, Georgia Commission  
Mayor George Vallejo, (Resigned) City of North Miami Beach, Florida  
Councilwoman Marlen Martell, City of North Miami Beach, Florida  
Chairman Cliff Betts, (Deceased) Okeechobee, County Florida Commission  
Commissioner Noel Chandler, (Retired) Okeechobee County, Florida  
Mr. Bradley Arnold, County Administrator, Sumter County, Florida  
Mrs. Sandra Howell, Assistant County Administrator (Retired) Sumter County, Florida