

Brian M. Bulthuis
12037 Willow Grove LN
Clermont, FL 34711

December 22, 2024

The Honorable Mike Norris and City Council
City of Palm Coast
160 Lake Avenue
Palm Coast FL 32164

Dear Mayor Norris and City Council,

I am writing to express my interest in the City Manager position with the City of Palm Coast. With my extensive experience in city management, I believe I would be a great fit in Palm Coast. I have a proven track record of successfully managing cities with populations ranging from 3,500 to 49,000. My background, coupled with a commitment to fostering team unity and mentoring staff, positions me as a strong candidate for this role.

Throughout my career, I have shown that I understand the importance of making sure city services to the citizens are a top priority. My approach to management emphasizes collaborative planning, transparent communication, and strategic decision-making. For a community to move forward it must work closely with community stakeholders to ensure that initiatives are sustainable and align with the long-term vision of the community. I also understand the importance of planning for future growth. Communities such as Palm Coast that are experiencing growth must be vigilant in ensuring that all growth is done in a “smart” manner, taking into account environmental issues, infrastructure issues, demand on city services and impacts on the existing community.

In Clermont Florida I managed an overall city budget of \$140 million, including a \$51 million general fund. My experience in financial management has equipped me with the skills to maintain fiscal responsibility while driving development projects that enhance the quality of life for residents. Ensuring the efficient allocation of resources to meet the city's needs and support its growth has been a cornerstone of my management philosophy. Clermont has been one of the fastest-growing cities in Florida, with a population over 49,000 and a current growth rate of approximately 10% to 15%. Managing such rapid expansion demands strategic foresight and adaptability, qualities I bring to every aspect of my role. My experience in Clermont has further refined my ability to lead cities through periods of dynamic change and development.

During my tenure as City Manager in Acworth, GA, the city's population grew from 7,618 to 22,284. This significant growth required careful planning and execution of infrastructure projects, along with a proactive approach to community engagement and resource management. I am particularly proud of the comprehensive development plans implemented during this period, which balanced economic growth with environmental sustainability.

One of my core beliefs is the importance of fostering a cohesive and motivated team. I have consistently prioritized mentoring and professional development for my staff, which has resulted in high-performing

teams capable of achieving ambitious goals. I am confident that my leadership style, which values inclusivity and empowerment, would be a great fit for the City of Palm Coast.

I understand the importance of building partnerships with business leaders, county, state, and federal elected officials, and neighborhood groups. These relationships are essential for fostering economic growth, securing funding for projects, and ensuring that the needs and voices of all community members are heard and addressed. My approach to partnership-building has always focused on collaboration, mutual respect, and shared goals.

I am enthusiastic about the opportunity to bring my skills and experience to Palm Coast. I am confident that my extensive background in city management combined with my commitment to team unity and strategic infrastructure planning, will allow me to make a meaningful contribution to your community.

Thank you for considering my application. I look forward to the opportunity to discuss how my experience and vision align with the goals of Palm Coast. Please feel free to contact me at 770-652-9928 or via email at brianmbulthuis@gmail.com.

Sincerely,

Brian M. Bulthuis

Brian M. Bulthuis

ICMA-CM

BRIAN M. BULTHUIS
ICMA Credentialed Manager

12037 Willow Grove LN
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(770) 652-9928
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A dedicated professional in Public Administration with extensive experience in public sector management. Experienced in managing high growth communities, business creation, finance, economic development, strategic planning, land use planning & contract negotiation/compliance.

CITY MANAGER, CITY OF CLERMONT FL, NOVEMBER 2021 – DECEMBER 2024

49,679 POPULATION 400 FULL TIME EMPLOYEES 50 PART-TIME EMPLOYEES

Finance	Human Resources	Technology Support
Police	Parks & Recreation	Cemetery
Stormwater	Building Inspections	Code Enforcement
Public Works	Economic Development	Purchasing
Water & Wastewater - 19,700 Customers		Sanitation/Recycling – 16,000 Customers

- Full-Service City With \$51 Million General Fund, Water Fund, Sewer Fund, Sanitation Fund & Varies Other Internal Service Funds
- Fast Growing City of 49,679 - population growth over 14% since 2020 & 55% since 2015
- Implemented over \$60 million in Water Capacity (7mgd to 9.66mgd & 3 mg additional storage) & Wastewater Capacity (4mgd to 6.5mgd) Projects
- Implemented Revision of City's Comprehensive Plan
- Overseen Redevelopment of City Downtown & Waterfront
- Implemented New Budgeting Process
- In Process of Designing Two New Fire Stations
- Overseeing Development of 16,000 Acre Wellness Way Development
- Built Strong Relationships with Business, County & State Leaders

CITY MANAGER, CITY OF ACWORTH GA, October 1996 – July 2021

22,284 Population 165 Full Time Employees 30 Part-time Employees

Departments/Operations Managed

Finance	Human Resources	Technology Support
Police	Parks & Recreation	Building Inspections & Code Enforcement
Public Works	City Cemetery	Economic Development
Stormwater	Municipal Court	Power Utility 7,000 +/- Customers
Community Center	Sanitation – 7,000 +/- Customers	

- Full-Service City With \$18 Million General Fund, \$14 Million Power Fund, \$2 Million Sanitation Fund & Varies Other Internal Service Funds

- Oversaw Community Grow from Population 7,618 to 22,284
- City Awarded Excellence In Financial Reporting - 21 Years
- 2010 All America City Award Winner–National League of Cities, 2021 All America City Hall of Fame
- Constructed New City Hall, Jail & Court Facility, Police Headquarters, 48,000 sq/ft Community Center, Sports Complex For Baseball & Youth Football, 120-Acre Park
- Improved Downtown Business District, 90% Occupancy, Streetscape & Pedestrian Connectivity
- Designated Georgia Main Street City, National Main Street City, Georgia GEM City
- New Commercial Corridors With All National Retailers And Restaurants
- Introduced Programs For All Ages And Abilities, Community Events For All Seasons Attracting Thousands Of People To The Community
- Managed Millions In Road Improvements Including Construction Of Railroad Underpass, Downtown Street Streetscape Projects
- Police Department Recognized As One Of Top Departments In State, Leader In Community Policing

CITY MANAGER, CITY OF MT. MORRIS MI, November 1990 - October 1996:

3,292 Population 26 Full Time Employees 40 Part-time Employees

- Responsible For Preparation Of Annual City Budget With 5 Major Independent Funds Totaling \$2.015 Million And 4 Minor Funds
- Increased City's General Fund Reserve Balance 35%
- Established Annual Goal Setting Exercises For City Council, Departments, And Community
- Negotiated Labor Contracts With AFSCME And Police Officers Labor Council
- Planned And Oversaw Water Main Construction Projects
- Updated City's Comprehensive Community Master Plan
- Developed Job Descriptions For All City Employees
- Updated City Personnel Policy and Fire Department Rules and Regulations
- Helped Write New City Charter
- Implemented Community Policing Program

Administrative Assistant to the City Manager/City Clerk, City of Whitehall, MI

December 1987 - November 1990 3,027 Population 30 Full Time Employees 25 Part-time

- Assisted City Manager With Day To Day Running Of City, Served As City Clerk, Zoning Administrator, Tax Increment Finance Authority And Local Development Finance Authority Secretary, Served As City Representative To Solid Waste Authority
- Oversaw Planning Process To Implement Downtown Redevelopment Program
- Updated City's Tax Increment Finance Authority Plans
- Assisted Developing City's Industrial Park And Attracting Major Manufacturing Firms
- Prepared Grants
- Served As Acting City Manager From 3/88 - 9/88

INTERN TO CITY MANAGER, JACKSON, MI August 1987 - December 1987
May 1986 – August 1986
May 1985 – August 1985
May 1984 – August 1984

Special Projects; Financial Evaluations, Human Relation Commissions, Historic District, 1986 All-America City Award Committee

EDUCATION

MASTER OF PUBLIC ADMINISTRATION April 1992
Western Michigan University, Kalamazoo, MI

BACHELOR OF BUSINESS ADMINISTRATION April 1986
Western Michigan University, Kalamazoo, MI

Major: Public Administration
Minors: Political Science
General Business

MEMBERSHIPS

International City/County Management Association (ICMA) – Credentialed Manager
Florida City/County Management Association
Florida League of Cities Taxation Policy Committee
South Lake Chamber of Commerce
Past Member, Georgia & Michigan City/County Management Associations
Leadership Cobb Alumni Association/Honorary Commanders Alumni Association
South Lake County Chamber of Commerce, Acworth Business Association

OTHER

Youth Mentor – Give a Day Foundation/Champions Circle
Cobb Chamber Community Impact Award - 2013
Volunteer Coach Acworth Youth Football Association 20 Years, President 4 Years
Volunteer Acworth Special Needs Program Coaching Baseball & Kickball 15 Years
Treasurer – Acworth Special Needs Development Group
Volunteer Coach Kennesaw Girls Softball – 4 Years