

25 August 2013

PO Box 1678
Ridgeland, SC 29936

Ms. Sandi Bolser
City Clerk
1769 E. Moody Blvd.
Bunnell, FL 32110

LETTER OF APPLICATION
CITY OF BUNNELL

Attached is a resume for the position of CITY MANAGER.

I am a dedicated professional with 24 years technical and management experience in local government and private industry. I have 9 years experience as a City Manager/Town Administrator. I am the current Town Administrator in Estill, SC. I have the following skills, abilities and management style:

- Experience in communities with diverse populations;
- Varied experience in finance and budgeting;
- Varied Public Works experience;
- Strong leader who is fair, consistent and provides structure;
- Someone who provides information to the Council in a complete and timely manner;

I am looking to serve a Community that has a "sense of place" and wants to maintain that "sense of place".

\$75,000 is my salary requirement.

I can be reached at (229) 563 – 5104 or (843) 726 – 5726 or e-mailed at dllucas9185@hotmail.com or dannylucas440@gmail.com

Sincerely:

Danny O. Lucas

Attachments:
Resume2013, References

**City Manager
Hahira, Georgia**

City of Hahira

Administered \$1.7 million dollar budget and \$500,000 Special Purpose Local Option Sales Tax (SPLOST) program

Revised budget, accounting, finance procedures for analysis and audit compliance

Managed City hall & Courthouse renovation project and Phase II Downtown Streetscape

**Public Services Director
Airport Manager
Hillsboro, Texas**

City of Hillsboro

Administered \$2.5 million dollar budget

Developed Airport Maintenance Plan through Texas Division of Airports

Developed U.S. Environmental Protection Agency (EPA) and Texas Natural Resource Conservation Commission (TNRCC) compliance plan

Drafted plan for Wastewater Collection & Treatment Plant Enhancement to double the size of treatment capacity and closed two non-complying landfills (type I & type II)

Developed Street Rating Plan for Rehabilitation & Reconstruction

**Industrial Engineer
Marietta, Georgia**

Mayes, Sudderth, Etheredge Engineers, Inc.

Drafted City of Tuskegee, Alabama – Airport Renovation Plan

Developed Clayton County Airport Revenue Projection Study for airport development project

Project Manager for City of Albany Flood Recovery Proposal

Wrote Clayton County Parks & Recreation Staffing Study

Assisted Walker County Water Rate & Capacity Study

**Development Specialist
Interim Airport Manager
Marietta, Georgia**

Cobb County Government

Provided staff assistance to the Director of Community Development and the County Manager

Solicited and administered \$3,000,000 Federal Aviation Administration (F.A.A.) grant

Implemented McCollum Airport Capital Improvements Program

Managed McCollum Airport

Drafted Airport Zoning Ordinance

Developed "Environmental Realities Symposium"

Drafted Development Impact Fee Study

Initiated "One-Stop Development Program" to reduce plan review from 5 weeks to 1 week

Formulated plan and chaired committee to draft "Cobb County Development Standards"

Drafted reorganization plan to create Community Development Department by adding building inspections, planning & zoning, business license divisions

Drafted Street Address, Naming & Numbering Plan and revised Soil Erosion & Sedimentation Ordinance

Co-Authored Atlanta Regional Commission (ARC) Model Stormwater Management Ordinance

DANNY O. LUCAS

PO Box 1678

Ridgeland, South Carolina 29936

(229) 563 – 5104 (c)

(843) 726 – 5726 (h)

e-mail: dlucas9185@hotmail.com
dannylucas440@gmail.com

SUMMARY

24 years local government and private sector experience with expertise in:

- Quality Growth
- Customer Service
- Finance & Budgets
- Public Works
- Organizational Change & Development
- Economic Development

An innovative manager who believes that today's problems require consensus building among community leaders for effective solutions.

MAJOR ACCOMPLISHMENTS

***Town Administrator
Estill, South Carolina***

Town of Estill

2012 Municipal Association of South Carolina Achievement Award - Public Services
Developed Planning Commission and Zoning Board of Appeals
Instituted "Paperless" Council Meetings using Tablet Technology
Recovered \$165,000 delinquent property taxes
Developed Estill Walking & Nature Trail
Recovered \$126,000 in delinquent business licenses
Drafted and administered \$4.2 million Operating & Capital Budget
Secured \$15,500 in American Recovery & Reinvestment Act (Stimulus) grants
Secured \$90,000 in South Carolina Competitive Grants
Secured \$51,500 SC Department of Health & Environment Grant
Secured \$32,000 SC Parks & Recreation Development Fund Grant
Managed \$1,000,000 CDBG Sewer Upgrade Project
Managed \$400,000 Bull Durham Center Renovation
Drafted and implemented signage & branding program
Drafted numerous ordinance revisions

***City Manager
Sylvester, Georgia***

City of Sylvester

Secured financing & supervised design and furnishing for \$2,600,000 new police station
Drafted "Turn-Around Plan" to revitalize and reorganize the Police Department
Secured \$400,000 TEA Grant for Streetscape & Pedestrian program
Secured \$300,000 Federal Aviation Administration (F.A.A.) Runway Lighting & Taxiway Appropriation
Secured \$20,000 "Quality Growth Grant" to encourage orderly quality growth
Closed a \$311,000 revenue deficit in the Natural Gas Proprietary Fund
Commenced Land Use & Zoning Revision, Historic Preservation District and U.S. 82 Corridor Study
Reorganized & revitalized the Water, Gas & Light Department
Authored Procurement Ordinance for effective and efficient purchasing
Organized "Great Sylvester Cleanup" to beautify city for economic investment
Drafted plan to "Brand the City" with new logos, welcome marquees, and apparel

6/1983 – 8/1988

Planning Technician – Dekalb County Government
Traffic Engineering Technician – Dekalb County Government
Decatur, Georgia
Conducted water & wastewater capacity studies, traffic site plan review

CIVIC & PROFESSIONAL MEMBERSHIPS

Board Member – Federal Correctional Institute Estill
Georgia Municipal Association – City Manager’s Advisory Council
Board Member – Southwest Georgia Regional Commission
Board Member – Sylvester –Worth Chamber of Commerce
Georgia City – County Management Association
Association County Commissioners of Georgia – Environment and Natural Resource Committee
Leadership Cobb

EDUCATION

2005

Governing a Diverse Population: Mexico Study Program
University of Monterrey
Monterrey, Nuevo Leon, Mexico

1993

Certificate of Public Management
Carl Vinson Institute of Government
University of Georgia

1981 - 1983

Studied Industrial Engineering
University of Alabama

1977 - 1980

Studied Industrial Management
Georgia Institute of Technology

EMPLOYMENT

10/2007 - Current Town Administrator – Town of Estill
Estill, South Carolina
Day-to-day administration of Town Government

1/2004 – 3/2006 City Manager – City of Sylvester
Sylvester, Georgia
Day-to-day administration of City Government

4/2001 – 6/2002 City Manager – City of Hahira
Hahira, Georgia
Day-to-day administration of City government

2/2000 – 2/2001 Public Services Director - City of Hillsboro
Hillsboro, Texas
Directed Street, Sanitation, City Garage, Water & Wastewater,
Airport, Parks, Cemeteries Divisions.

12/1998 – 2/2000 Substitute Teacher – Bill E. Ireland Youth Development Center
Milledgeville, Georgia
Taught principles of character, math and science

8/1996 – 11/1998 Camera & Video Sales – Wolf Camera
Marietta, Georgia
Camera & video sales, photography training

2/1995 – 6/1996 Industrial Engineer – Mayes, Sudderth, Etheredge Engineers
Marietta, Georgia
Conducted organizational analysis for local government and
airport planning

1/1990 – 12/1994 Development Specialist – Cobb County Government
Interim Airport Manager - Cobb County Government
Marietta, Georgia
Analyzed development programs. Managed McCollum Airport
expansion

9/1988 – 12/1989 Traffic Engineering Technician III – City of Columbus
Columbus, Georgia
Conducted residential, commercial, and industrial plan review

Anthony Gray

Former Mayor Pro-Tem, Town of Estill
36 Queen Lane
Estill, SC 29918

(803) 942 – 0469 (cell)
(803) 625 – 3790 (h)

Larry Johnson

Mayor – Pro Tem
City of Sylvester
211 E. Pine Street
Sylvester, Georgia 31791

(229) 272 – 9315 (cell)

larryjohnson58@aol.com

Gary Watkins, AIA, LEED AP

Department Manager – Architectural
Wiley/Wilson
7000 Central Parkway, Suite 1475
Atlanta, GA. 30328

(678) 320 – 1855 (work)
(912) 667 – 9588 (cell)

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J. Garfield Hurt

Attorney at Law
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Jacksonville, FL 32221

(904) 781 – 8371 (work)
(904) 449 – 2534 (cell)

Hurtseq123@bellsouth.net

REFERENCES - DANNY O. LUCAS

Curtis Brantley

Former State Representative, State of South Carolina
194 Bees Creek Rd
Ridgeland, SC 29936

(678) 613 – 3608 (cell)
(843) 726 – 5998 (h)

curtdor@embarqmail.com

Sterling Laffitte

President
Palmetto State Bank
P.O. Box 577
Estill, SC 29918

(803) 625 -2151 (w)

slaffitte@palmettostatebank.com

Gensie P. Shuman

Neighbor of Danny Lucas
7357 W. Main Street
Ridgeland, SC 29936

(843) 726 - 8283

Sandy Steele Fowler

Executive Director
Hampton County Economic Development Commission
P.O. Box 672
Hampton, SC 29924

(803) 914 – 2141

sfowler@hamptoncountysc.org

Dan Vismor

Principal
Town Planner, Town of Estill, SC
Vismor & Associates
1829 Senate St
Suite 17-A
Columbia, SC 29201

(803) 779 – 7690

vismor@bellsouth.net