

MICHAEL BRILLHART

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February 2, 2025

Doug Thomas, Executive Vice President
Strategic Government Resources
Public Sector Executive Recruitment

Dear Mr. Thomas:

This letter of interest and resume are being submitted for the City Manager recruitment being conducted for the City of Palm Coast. My background in local government management will provide the leadership to successfully direct organizational resources in support of the Mayor & City Council, staff, and residents.

My skills as a Chief Executive Officer include: policy implementation; capital improvement planning; public utilities; police/fire/EMS; managing public works, and working with external contractors. I have professional expertise in budgeting and finance, community engagement, advancing economic vibrancy, and directing long term fiscal sustainability.

With success in prioritizing citizens' concerns and operational excellence, I will be dedicated to advancing critical projects, programs, and protecting the community's high quality of life. Additionally, I will maintain productive relationships with all Council members and an engaged community.

Accordingly, I have enclosed my resume for your review. Thank you for your consideration of my interest and qualifications.

Sincerely,

Michael L. Brillhart

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Enclosure: Resume

MICHAEL BRILLHART

PROFILE

Experienced public sector management professional with success in operations, human resources, communication, network utilization, policy development, goal achievement, collaboration with elected Boards, intergovernmental relations, and service delivery.

SKILLS

- Organizational leadership
- Responsive personnel management
- Public & media relations proficiency
- Efficient workflow and time management

PROFESSIONAL EXPERIENCE

Interim City Manager 2024 to present

CITY OF CRESCENT CITY, Crescent City, Florida

I am currently serving as Interim City Manager and CRA Executive Director of Crescent City, Florida. Responsibilities include grants writing and management, legislative affairs, personnel management, economic development, meeting agenda preparation, customer service, and fiscal management.

City Administrator/Safety Service Director 2021 – 2024

CITY OF WAPAKONETA, Wapakoneta, OH

Directed public safety and all comprehensive municipal operations with responsibilities in overseeing police/fire/EMS, personnel, grants, public works, media relations, intergovernmental coordination, a \$110 million annual appropriations budget, water/sewer/electric utility operations.

Key Achievements

- Coordinated funding, work scope, and administration with the Ohio EPA for new water and wastewater treatment facilities in excess of \$100 million
- Managed the 5-Year Capital Improvement Program and infrastructure projects
- Administer job creation business incentives for council and the Wapakoneta EDC

Administrator 2018 – 2021

VILLAGE OF NORTH BALTIMORE, North Baltimore, OH

Administer operations and services for the Village Council. Responsibilities in staff supervision, public works, utilities, public safety, planning and zoning, grant writing, intergovernmental relations, agenda preparation, capital planning, and customer service.

Key Achievements

- Implemented the North Main Street reconstruction project in excess of \$1.5 million
- Acquired over \$3 million in state capital grant assistance for critical infrastructure projects
- Directed regional Township bulk water/sewer and development agreements

County Manager 2016 – 2018

CAMDEN COUNTY, Camden, NC

Managed operations, services, staff activities, and affairs for the Board of County Commissioners and consolidated jurisdiction with responsibilities in budget development, human resources, grant writing, finance, intergovernmental relations, and agenda preparation.

Key Achievement

- Provided FEMA coordination to property owners affected by Hurricane Matthew Served as Budget Manager and prepared a cost saving budget in excess of \$25 million while continuing to provide effective service delivery to residents and utility service customers
- Directed the planning design for a \$3.5 million reverse osmosis wastewater treatment plant with funding from the U.S. EDA; and the \$20 million County Administration building

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County Administrator 2013 – 2016

BARNSTABLE COUNTY, Barnstable/Cape Cod, MA

Directed operations, services, and affairs for the Board of County Commissioners and the countywide population of 215,000 with duties including budget & finance, human resources, intergovernmental relations, meeting agenda preparation, and regional infrastructure planning.

Key Achievements

- Directed 14 departments, 450 personnel, and general appropriations of \$80 million
- Coordinated intergovernmental relations, legislative affairs, regional IT service enhancements, emergency management planning, and annual budgeting
- Directed human resources including recruitment, hiring, termination, compensation, and collective bargaining while implementing a personnel Succession Plan
- Coordinated co-op-education and scientific research with the University of Massachusetts

County Business Manager 2004 – 2013

ST. LUCIE COUNTY, Fort Pierce, FL

Directed business growth, economic development functions, and legislative affairs for the Board of County Commissioners serving a population of 300,000. Responsibilities in job creation, legislative requests, grants management, intergovernmental relations, staff supervision, and strategic planning. Served as interim Growth Management and MPO Director.

Key Achievements

- Managed staff in the acquisition of over \$100 million in grants through legislative requests and federal/state assistance programs
- Acquired \$9 million in FHWA monies to assist in the new Crosstown Parkway project
- Coordinated the award-winning *Towns, Villages and the Countryside (TVC)* Plan
- Assisted the University of Florida, Florida State, and Indian River Community College on regional baccalaureate program enhancements

EDUCATION

Master of Public Administration

University of South Florida - Tampa, FL

Bachelor of Science – Urban Administration

University of Cincinnati - Cincinnati, OH

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REFERENCES

Justyna Marczak, HR Manager Barnstable County, MA 508.375.6646

Michele Myers, Mayor of Crescent City, FL 850.974.5115

Stephanie Jackson, Finance Director, Camden County, NC 252.338.6363

Gina Harvey, Traffic Engineering Manager Pinellas County, FL 727.464.5651

Calvin Schneider, Chief of Police City of Wapakoneta 419.738.2222

Erica Preston, County Administrator Auglaize County, OH 419.739.6710

Jackie Martell, Chamber of Commerce Director Wapakoneta, OH 419.738.2911