

June 11, 2015

Mayor Clint Johnson  
Vice Mayor Lita Handy-Peters  
Councilman Chris Carson  
Councilman Rick Dwyer  
Councilman Mike Brady

Re: City Manager Position  
Via: lkent@debary.org

Honorable Mayor and Council:

Attached please find a my Cover Letter, Résumé and References I submit for your consideration in selecting the next DeBary City Manager.

The Résumé and References document a career defined by the highest levels of integrity, leadership and achievement administering local government. I have extensive, professional level experience in public and the private sector(s) effectively responding to the organizational, financial, infrastructure and the unique developmental issues DeBary will have to manage over the next 10 years.

My Administrative qualifications include a Masters Degree in Business Administration (MBA), International City Managers Association's Credentialed Manager (CM) designation and over twenty years of successful and verifiable experience managing Florida local governments. This experiences is a blend of service as both a City Manager and County Administrator, responsible for budget development / management, financial services, contract administration, human resources, organizational development, utility services, public works, strategic planning, risk analysis, procurement, governmental coordination and grant administration. I have served as Pension Trustee, Community Redevelopment Agencies (CRAs) Executive Director and Lead Negotiator for Collective Bargaining Units. I have administered general aviation facilities, industrial parks development and intergovernmental and consulting services agreements.

Specific to the City Manager's qualifications, my Contract Administration experience include Inter-local Service Agreements for Fire and Emergency Medical Services, Water, Wastewater, Solidwaste services, Airport, Marina, Building, Planning and Zoning services and Code Enforcement.

My Capital Project Management is a solid history of delivering quality results and completing projects on time and within budget. Projects range from simple landscaping work to implementing \$120 million dollar Capital Improvement schedules. This is direct oversight responsibility managing the design, permitting, renovation and new construction of utilities, public buildings, roads, bridges, sidewalks, informational infrastructure, recreational areas, marinas, aviation facilities, asbestos abatement and historical preservation projects.

I also have Florida Coastal Emergency Management experience and a comprehensive knowledge in the roles, principals and methods of emergency management, ranging from the First Responder to the executive officer with the administrative responsibilities of initiating the enabling emergency legislation to formalizing final reimbursement, closeout documents. I possess advanced "Train the Trainer" Certification from Federal Emergency Management Administrations (FEMA) and have completed Florida Emergency Preparedness Association's (FEPA) Advanced Public Information Officer Training.

Lyndon L. Bonner, ICMA-CM  
1320 South Daytona Avenue  
Flagler Beach, Florida 32136

## **1. Administrative Overview:**

I have over twenty years of successful Florida experience administering the full range of governmental operations and services with verifiable expertise in the areas of finance, sustainable budgeting, debt management, procurement, capital planning, organizational development, risk analysis, public safety, utility management, community planning, inter-governmental relations, grant acquisitions, labor relations and construction methods.

My career is a blend of municipal and county experiences that has imparted a valuable perspective and administrative approach that comes only from having served as both, a City Manager and County Administrator. Understanding and respecting the needs and requirements of both forms of government is essential for effective local government administration.

Administrative experiences include, General and Enterprise Fund budgets exceeding \$130 million dollars, \$120 million Capital Improvements schedules, 400+ Full Time Employees (union and nonunion) and oversight of water utilities serving 180,000 customers. I also have extensive Florida Coastal Emergency Management experience managing the preparations, response, mitigation and recovery from five designated Local State of Emergencies.

Successful economic initiatives I have managed include, funding agreements with Community Redevelopment Agencies, (CRA's), Special Tax Districts, (Incremental, MSTU/MSBUs), financing / constructing Capital Infrastructure, Tourism Development Councils (TDC), Enterprise Florida, Rural Areas of Critical Economic Concern (RACECs), Main Street and the Governor's Office of Tourism, Trade and Economic Development (OTTED). I have also successfully lobbied State and Federal legislators obtaining financial, technical and legislative support via Community Budget Issue Requests (CBIRs) and Special State and Federal Appropriations.

Administratively, I listen and appreciate the fact that differing perspectives often improves decision-making. I am not afraid to acknowledge someone else has a better solution. My leadership style is facilitative and participatory. I believed and work under the premise that leadership is a blend of elements, that is not always present in a superior command of facts or position of authority. I make informed decisions and accept the responsibility for my actions. I value reciprocal accountability and I provide for and expect managers to manage and be recognized and accountable for their work.

The management decisions I made over my public service career have withstood the test of time. Elected officials, citizens, staff and official documents from each jurisdiction I have served confirm that the financial strategies and the operational solutions I implemented produced the intended results and that I maintained the highest level of ethical professionalism representing local government.

In my opinion, the most significant contributions I have made to local government have centered on increasing individual and organizational competencies. The accomplishments being made everyday by elected officials and staff I have had the privilege to serve is professionally motivating and personally very gratifying.

**2. Education:**

College of Central Florida, Ocala, Florida.	AA & AS	Degree
University of Florida, Gainesville, Florida.	BSBA	Degree
Webster University, St. Louis, Missouri.	MBA	Degree

**3. Professional Certifications:**

Florida Notary Public	Commission Number	EE 205235
Florida County Court Mediator (Inactive)	Mediation	Certification
Advanced Public Information Official (FEPA)	Emergency Management	Certification
Emergency Coordinators “Train the Trainer” (FEMA)	Emergency Management	Certification
International City and County Managers Association	Credentialed Manager	Certification

**4. Professional Affiliations:**

Florida League of Cities	Past Finance and Taxation Committee
American Public Works Association	
Florida Planning and Zoning Association	Past Regional Representative
Florida Emergency Preparedness Association	
Florida Governmental Finance Officers Association	
International City and County Managers Association	

**5. Relevant Private Sector Experience:**

Prior to my entry into local governmental administration, I worked in the construction trades of the heavy road and bridge, petro-chemical and nuclear power industries. During construction of the River Bend Nuclear Power Plant in Killona, Louisiana, I led materials placement teams and was responsible for coordinating the work of over 900 unionized tradespersons. I also served on the Technical Advisory Committee and as the Contractors Liaison to the Louisiana Department of Transportation.

I am currently engaged in a part-time consulting practice limited to land use permitting via Special Exceptions, Conditional Use and Variances for residential developments. I also volunteer rehabilitation construction and permitting services for Not-For Profit organizations assisting individuals with renovations and transitional housing solutions.

**6. Local Governmental Administrative Experience:**

Title:	City Manager	
Dates:	March 29, 2011 – September 30, 2012	
Employer:	City of North Miami Beach, Florida – City Council	
Population:	41,523 Residents, 2.5 million Metro Area and 180,000 Municipal Utility Customers	
Employees:	422 Full Time Employees	
Budget:	\$111 Million FY 2012-2013, \$121 Million FY 2010-2011	
Contact:	Mrs. Audrey Williams, Human Resource Department, 17011 NE 19 <sup>th</sup> Avenue	
	North Miami Beach, Florida 33162	Phone: 305-948-2900

My management philosophy is that I do not set people up to fail and I lead by example. This is also the mind-set I impart to every employee in the organization. I do this to establish high standards for myself and to clearly demonstrate the standards expected. I aspire to be personable and business-professional at all times. I have a natural tendency to see and utilize humor in everyday situations. I believe most people find me considerate and very approachable. Over all, my demeanor reflects that I enjoy the people and variety of roles that the Public Administration profession offers.

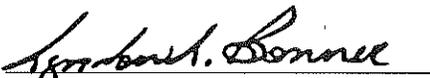
Without exception, elected officials I have served report that I excel in keeping the public and ALL stakeholders, equally and well informed and that I have an outstanding record of developing and maintaining diverse, high performing organizations.

I am available for full-time service, in DeBary on July 13. My expected Base Salary range is \$110K to \$125K and is negotiable depending upon other considerations of an Employment Agreement.

I will be a contributor on day one and I am confident that my leadership skills, local government experiences and management style are an excellent fit to the community, the Council and Staff.

If you have any questions or I may be of further service, please contact me at your earliest convenience.

Sincerely,



Lyndon L. Bonner

1320 South Daytona Avenue  
Flagler Beach, Florida 32136

Mail Service: 3431 SW 26 Place  
Ocala, Florida 34474

Phone: 352-209-2123

**6. Local Governmental Administrative Experience: North Miami Beach, FL. (Continued)**

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 and Council's Recommendations available.)

Title: County Administrator  
Dates: April 2008 – February 2011  
Employer: Okeechobee County, Florida - Board of County Commissioners  
Population: 39,836  
Employees: 418 (Down 47 Full-Time positions from 2008)  
Budget: \$121 Million FY 2007-2008, \$89.7 Million FY 2010-2011.  
Contact: Mrs. Kim Hopkins, Human Resources Director  
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 in all matters dealing with the County's Collective Bargaining Units that included the International Association Fire Fighters and International Brotherhood Operating Engineers. (Commissioners Recommendations available.)

Title: Interim Assistant County Administrator / Special Projects Manager  
Dates: February 2007 - December 2007  
Employer: Sumter County, Florida - Board of County Commissioners  
Population: 93,420  
Employees: 437  
Budget: \$ 134 Million  
Contact: Mrs. Kitty Fields, County Human Resource Director  
209 North Florida Street  
Bushnell, Florida 33513 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 term Contract for 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. (Recommendation available)

**6. Local Governmental Administrative Experience:**

**(Continued)**

Title: City Manager  
Dates: May 2002 - May 2006  
Employer: City of Bunnell, Florida - City Commission  
Contact: Mayor Catherine Robinson  
P.O. 756, Bunnell, Florida 32110 Phone 386-437-7500

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. (Commissioners Recommendations available.)

Title: Director of Public Services  
Dates: December 1998 - July 2001  
Employer: City of Dunnellon, Florida - City Council  
Population: 1,951 (47,000 + within City's Utility Service Area)  
Employees: 5 Department Heads and 16 full time employees.  
Contact: Human Resources  
20275 River Drive, Dunnellon, Florida 34431 Phone: 352-465-8500

Responsibilities:

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

Titles: Senior Planner, Zoning Code Official and Emergency Management Coordinator  
Dates: November 1993 - November 1998  
Employer: City of Wildwood, Florida - City Commission  
Population: 3,598  
Employees: 4 Departmental Staff and 9 Project Team / Consultants  
Contact: Human Resources  
100 North Main Street, Wildwood, Florida 34785 Phone: 352-303-1332

Responsibilities:

Supervised all the work related to Permitting, Comprehensive Planning and Land Use administration including, site plan reviews, environmental and developmental permitting, annexation, plats and Concurrency Determinations. Provided Special Projects financial analysis and construction review / inspections. Also served as Emergency Management Coordinator and City's grant writer. (Commissioner's Recommendations available.)

