

February 27, 2023

**City of Belle Isle**  
**1600 Nela Ave**  
**Orlando, FL 32809**

**Katrina Powell**

Applicant: Interim City Manager

**Attn: Mayor and City Council**  
**Mr. Bob Francis, City Manager**

Re: Interim City Manager Position

Dear Mayor and City Council,

Thank you for the opportunity to apply for the Interim City Manager position you have available in Belle Isle. Hopefully, after reviewing my resume, you will find my experiences at the local government level, in the military and in a non-profit, are a great fit for your team.

Over the past twenty plus (20+) years, I've served primarily as a City Manager or in C-Suite leadership roles in Florida, Michigan and Virginia; recently, I've made the personal decision to pursue a position that is in line with my passion for public service back in the state I've called home since 1994; I'm working as a consultant for my current employer, remotely, while they search for my replacement as I made the move back to the Orlando area from VA late last year; I'm strategically looking for a position where I can provide exceptional service and make a valuable contribution to the overall public environment. I've spent the majority of my career working to bring positive solutions to communities, thus creating successful opportunities for growth for both the community and me; I would love to apply that knowledge and experience for Belle Isle.

I enjoy meeting new people and possess outstanding verbal and written communication skills. I can convey information in a concise and efficient manner, so I'm comfortable conducting meetings, presentations and speaking to public groups. Having worked in small communities where multiple hats are worn, I've worked as a Parks and Recreation Director, Finance Director, Public Information Officer, have led emergency response teams during three (3) hurricanes in 2004, implemented an electronic online meeting agenda program, and a Customer Response Management system (CRM), in two of the cities I've served in Florida and Michigan. I've worked on many capital/special projects and as a lobbyist. My skills in operational & budget oversight, as well as directional leadership are proven and documented.

My career profile includes working with a variety of communities where I've provided efficient and professional services to enhance their profile and have in-depth experience in cultivating meaningful relationships with all stakeholders including, economic development partners, area businesses, chambers of commerce, business, education and community leaders. I'm confident these strengths will readily translate to bringing value to your community and this position.

Having served in the military for twenty (20) years and worked in local government for the majority of my career, I embrace change that brings value, and thrive in an environment where multi-tasking is imperative. I am a 'go getter', with personal integrity, morals and flexibility.

My resume includes some, but not all, of my career successes. I'm hopeful we can meet to discuss my accomplishments and experiences that qualify me as an excellent candidate for the position and how I can contribute to the success of the City of Belle Isle team.

If selected for an interview, I'm available to meet within a couple of days notice. Thank you for your time and consideration and I look forward to hearing from you soon.

Respectfully,

A handwritten signature in cursive script that reads "Katrina Powell". The signature is fluid and elegant, with the first letters of the first and last names being capitalized and prominent.

Katrina Powell