

April 28, 2026

Warren Hutmacher
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RE: City of Lake Worth Beach, Florida - City Manager Position

Dear Mr. Hutmacher,

Please consider this an application for the position of City Manager for the City of Lake Worth Beach, Florida. I am a dynamic, confident, highly motivated, professional City Manager, who is always seeking out the best for communities. I believe we serve our communities best when we develop great teams and collaborate. I will make a positive difference for the community if chosen to serve.

I have decades of experience as a City Manager in full-service cities and complex environments. This includes experiences in electric utilities, public works, engineering, park and recreation, police, fire, building and zoning, streets, water production and distribution, sanitary sewer treatment and collection, storm sewer collection, solid waste collection, and recycling. I am highly experienced in administrative support services including information technology, assessing, budgeting, financial compliance, human resources, policy development, union contract negotiations and administration, and communication. I have managed communities that rely on tourists, waterfront, redevelopment, mixed use housing, major manufacturing, county services, hospitals, colleges, commercial districts, and industrial parks. I collaborate with many boards and commissions to evaluate organizations, develop a vision and strategies for communities, and assure implementation for success through follow-up. I have been involved in event management including regional celebrations and protests, addressing security concerns and logistics, all while receiving citizen and business input. The success I have earned could not have happened without successful partnerships with Boards and Commissions, Department Directors and Staff, and providing an open door policy of input and communications.

In Charlotte, Michigan, I provided a stabilizing force during a significant organizational transition. This involved an evaluation of the organizational structure. When I arrived I was asked to recruit critical positions that were vacant for significant periods of time. This led to the successful reestablishment of the administrative core including the hiring of a Finance Director, Public Works Director, Community Development Director, Fire Chief, and City Clerk. I also was involved in critical consultant stabilization and bidding for Information Technology, Assessing, Engineering, Public Works and Finance. Further, I worked closely with the City Council on establishing what was referred to as "The Framework" in order to focus the organization. Particular highlights were the paving of highly neglected streets and the receipt and administration of millions of dollars in grants for the Police and Fire Departments. Also I contributed to improvements in housing, which included a comprehensive program through State supported grants. I am proficient in downtown development, which included the updating

of the Downtown Development Authority Plan. I worked closely with the City on the development of Fire District agreements that involved numerous municipalities to assure Fire and Ambulatory services were at the highest level.

In Oberlin, Ohio, I worked closely with the City Council and city staff to develop and implement a unified strategy to focus city resources on the "Five Point Strategy". This included a focus on City Services, Environmental Sustainability, Social Equity, Community Development, and Neighborhood Enrichment. Many community listening sessions were conducted to learn how citizens felt about these important strategies. A number of initiatives were launched utilizing this approach. City Services are the key to successful governance. Strong departments to serve the public should be the first priority. The development of these departments must be viewed in the long term in this competitive market for talent. I developed a number of capital plans, assured follow-up, evaluated organizational strength and weakness, and focused on citizen input. We accomplished many successes with this approach including trust in the organization. In the area of Environmental Sustainability, Oberlin is known as the leader in Northeast Ohio and for decades has been involved in developing creative strategies to address carbon reduction. I facilitated the recent Climate Action Plan Update, and hired the first Sustainability Coordinator. I have worked closely with Oberlin College on partnership opportunities, including a \$140,000,000 Sustainable Infrastructure Project that included geothermal as the source of energy for Oberlin College. In the area of Social Equity, I facilitated the first community-wide Social Equity Plan, and hired the first Social Equity Coordinator. I have initiated housing rehabilitation programs, transportation initiatives, and workforce development approaches that included partnerships with County, business, educational, and non-profit organizations. In the area of Community Development, I played a major role in developing the Comprehensive Plan and initiated a number of zoning amendments that extensively involved citizen interaction and support. This effort raised the awareness of Smart Growth principles. Further, I hired the first Communications Director to proactively reach out to the community in a number of ways. This position was the City contact related to downtown activities and events. A mural program was developed that relied on a community arts organization to select meaningful projects. This brought many people together and created additional community pride. And in the area of Neighborhood Enrichment, I worked with the Oberlin City School District in the acquisition of a school building to create a center for neighborhood activities. I reorganized an already successful recreational group and elevated this to a Recreation Department and hired the first Recreation Director. This led to enhanced neighborhood activities, including bringing programs to the neighborhood parks. Further, I received foundation grants to develop a Park and Recreation Plan and purchased play equipment in neighborhood parks.

In Allegan, Michigan, we were the first community in the State of Michigan to receive the Redevelopment Ready Communities Certification to assure success in community development. We received millions of dollars in grants for capital improvements, specifically in the area of streets, utility plants, and waterfront development. The City is located along a riverfront, and was subject to flooding issues. I focused on department plans, citizen complaints, and observations to resolve many issues. This required me to develop advanced knowledge of emergency preparedness techniques. I received a number of certifications through the Federal

Emergency Management Agency to assure I was knowledgeable and would be eligible when needed. This led to the receipt of a major federal grant that led to riverbank stabilization of the world headquarters of a major pharmaceutical company.

In summary, I can significantly assist for the following reasons:

Visionary and Strategic: In developing strategies that reflect community values, I will seek ways to assure these community values are part of the organization. I believe in creating clear and transparent approaches to keep the organization moving forward. This requires utilizing my detailed knowledge of subjects to engage individuals who otherwise do not generally participate.

Governmental Expertise and Trust: I have deep knowledge of city government, and its implementation through staff, boards, and commissions. This allows me to be an active participant. I will conduct many community listening sessions, issue effective citizens surveys, develop focus groups, and work with the many non-profit organizations and businesses. This will assure access and develop trust in the community as I follow through on community issues.

Communication: I will develop with staff a communication plan to address the multiple needs that citizens require to engage the government. This includes developing and improving websites, social media, newsletters, press releases, posters, videos, and other outreach methods. The critical nature of the plan includes coordination with departments.

Operational Oversight: I have managed up to 170 employees, many with diverse backgrounds, experiences, and skills. These employees represented many departments including Public Works, Electric, Police, Fire, Ambulatory, Parks and Recreation, Assessing, Finance, Human Resources, Clerk, and Information Technology. Many of these employees are in collective bargaining units which require a deep knowledge of negotiations, administration, and relationship building.

Performance Management: I have developed systems that track and hold the organization to establish goals, objectives, and metrics. I am focused and intentional about this approach, compassionate yet firm about the mission, and believe we are all in it together. I make difficult decisions and accept the consequences in seeking success for the community. I meet regularly with staff; keep goals, objectives, and metrics forward; all in order to accomplish the strategy.

Budget Management: I have managed annual budgets over \$40 Million, which include complex funds related to general, special revenue, internal service, and enterprise funds. I work closely with staff to ensure responsible budgeting and financing. This includes working with technology to assure policies are understood and spending limits followed.

Policy Development: I have developed a number of employee and municipal policy manuals. To ensure policies are consistent with laws and risk management practices, thorough reviews are conducted through legal counsel and administrative processes.

Government Relations: I seek out positive relationships with many governmental entities including Federal, State, County, Townships, and Cities. This leads to strong partnerships and financial savings.

Thank you for your consideration of this application. I know I can assist in these and many other ways. I hope we have a chance to discuss this opportunity further. I can be reached at (440) 420-1168 if you desire further information.

Sincerely,

Robert Hillard