

Recruitment Proposal City Manager



www.sumterlocalgovconsulting.com
404.535.0525

City of Loganville
4303 Lawrenceville Road
Loganville, GA 30052
Attention: Mayor Branden Whitfield

Dear Mayor Whitfield,

Thank you for the opportunity to submit a proposal for executive search services for Loganville, GA.

At Sumter Local Government Consulting (Sumter LGC), we recognize that recruiting a City Manager is a critical process that requires identifying candidates with strong leadership capabilities and administrative expertise to effectively oversee operations, personnel management, and organizational planning. This process demands more than simply matching qualifications to a job description. It requires a comprehensive understanding of an organization's financial and operational abilities and challenges and how everyday decisions influence a community's long-term stability, growth priorities, and environment. Sumter LGC specializes in helping organizations meet their operational needs.

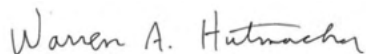
At the core of our approach is a strong respect for each community and the complexities of local communities. Here's what sets us apart:

1. We aren't just local government experts; we dedicate time to understanding your unique culture, which helps us develop a tailored candidate profile that distinguishes good candidates from the right ones for your local government.
2. We strategically advertise with innovative recruitment materials and, most importantly, actively leverage our extensive network and email database to find candidates who are not currently looking for jobs. In other words, we do much more than just place ads and sort resumes.
3. We've hired public sector leaders at all levels, acting as a bridge between candidates and your leadership. We've also been search consultants, clients, and candidates, so we know the process from every angle and consistently deliver positive results.
4. We have a comprehensive background check process that is both unique and thorough, involving extensive research to avoid surprises and provide you with meaningful information to make informed business decisions.
5. Public service is our passion, and we believe that organizations are most successful when there are strong synergies between the executive team and department heads.

With my experience as a City Manager and my team's background in city leadership roles, we have direct experience navigating complex issues such as workforce development, overseeing operations, guiding departmental leadership, and ensuring financial strategies align with community goals.

We look forward to partnering with you to identify and secure your next City Manager.

Sincerely,

A handwritten signature in dark ink that reads "Warren A. Hutmacher". The signature is written in a cursive, flowing style.

Warren Hutmacher, President
Sumter Local Government Consulting

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OVERVIEW

Sumter Local Government Consulting (Sumter LGC), which was founded in 2021, is a boutique consulting firm specializing in executive recruitment and advisory services for local governments. With a focused commitment to the public sector, our firm partners with cities, counties, and authorities to identify and place high-performing leaders who can effectively manage complex organizations and serve diverse communities.

Our team of seven consultants brings extensive firsthand experience in local government leadership, including service as City Managers and senior executives. This practical perspective allows us to understand the unique challenges facing municipalities and to evaluate candidates not only on technical qualifications, but also on leadership style, cultural fit, and the ability to work effectively with elected officials and stakeholders.

Sumter LGC has successfully led executive searches for a range of key positions, including City Managers, Assistant City Managers, and department directors. We utilize a comprehensive and tailored recruitment approach that combines targeted outreach, national networking through organizations such as ICMA, and proactive candidate engagement to ensure a strong and diverse pool of applicants.

What distinguishes our firm is our hands-on, partner-led approach. Senior leadership is directly involved throughout every phase of the search process, from strategy development and candidate recruitment to evaluation and final selection. We are committed to transparency, responsiveness, and delivering results that align with each client's strategic goals and organizational culture.

The following objectives are designed to align with Loganville's governance structure and community priorities. We seek to:

- 1. Attract and Recruit Proven Municipal Leadership**

Develop and implement a targeted recruitment strategy to attract highly qualified municipal executives from national, regional, and Georgia talent pools. Emphasis will be placed on identifying candidates with demonstrated success leading full-service municipalities, managing complex local government operations, and fostering organizational excellence.

- 2. Align Leadership with Loganville's Vision, Priorities, and Community Values**

Recruit a City Manager whose leadership style, experience, and strategic vision align with Loganville's commitment to responsible growth, fiscal stewardship, exceptional customer service, economic development, infrastructure investment, and preserving the City's unique character and strong sense of community.

- 3. Strengthen Collaboration, Transparency, and Community Engagement**

Identify a leader who values transparency, accountability, and collaborative leadership. The successful candidate will build and maintain strong relationships with the Mayor, City Council, employees, residents, business leaders, community organizations, and regional partners while fostering open communication, trust, and meaningful public engagement.

- 4. Advance Organizational Excellence and Long-Term Sustainability**

Seek an experienced executive who can enhance organizational effectiveness while positioning the City for continued success. The ideal candidate will demonstrate expertise in strategic planning, financial management, talent development, operational efficiency, and service delivery while supporting employee recruitment and retention, strengthening internal processes, and ensuring the City remains responsive to the evolving needs of the Loganville community.

The following proposal outlines our professional background and explains how we will work with you to address your needs and challenges in recruiting your next City Manager.

ABOUT SUMTER



HISTORY OF SUMTER LOCAL GOVERNMENT CONSULTING

Sumter LGC was founded in 2021 by local government industry veteran Warren Hutmacher. We provide customized management consulting services to local governments and organizations that operate within the local government sphere of influence.



PRIDE IN OUR EXPERTISE

Sumter LGC is dedicated to providing clients with executive-level assistance to solve complex problems and carefully handle important projects, leveraging years of experience and accomplishments for the benefit of our clients. Core services include management consulting, interim services recruitment, and talent recruitment.



PRIDE IN THE PERSONAL ATTENTION WE PROVIDE TO CLIENTS

Sumter LGC provides the personal attention necessary to take on tough projects, meet deadlines, and provide top-level expertise. We believe that local government consulting is a relationship business and that our reputation depends on how we treat our partners.



PRIDE IN PUBLIC SERVICE

Sumter LGC was founded by a career public servant who dedicated his career to working for the public good. Our work for local government clients is an extension of this mission. We strive in everything we do to earn the trust of our clients and the communities we serve.

WHY WE'RE DIFFERENT



We are local government professionals for local government professionals.

- Many of us have served as City Managers and other positions in local government and understand the unique challenges faced by local government leadership.
- We have been both a candidate and a client of executive search firms, as well as a consultant helping local governments with their recruitments.
- Our team has over 100 years of cumulative experience in local government.
- We have hired for every position in local government.
- In just 5 years in business, we've helped nearly 50 different local governments achieve their operational and recruitment goals.
- Our proprietary search process sets us apart, both in our technical capabilities and our human approach—our experience on all sides of the table impacts how we treat our clients, how we treat candidates, and ultimately how we focus on creating positive outcomes for all.

The bottom line is we know what we are doing, can provide excellent advice throughout the process, and can ultimately help you select a candidate that is the best fit for the City of Loganville.

HOW WE WORK

We will work collaboratively with the City of Loganville to recruit for a City Manager.

Sumter LGC will:

- Keep the client informed of key progress in the recruitment process.
- Place the client's best interest above all others.
- Provide candid and thoughtful assessments of the candidates.
- Represent the client with integrity, professionalism, and tact.



Our recruitment approach takes place in six phases:



PHASE 1

Developing the Candidate Profile & How They'll Be Assessed

The Candidate Profile

We believe that the most critical element in the recruitment process is creating an ideal candidate profile for the City Manager position. This profile will be utilized to narrow the candidate pool and focus the remaining steps of the search process on locking in on the candidate who is the best fit for the City of Loganville. This process includes challenging the client to think critically about what character traits, soft skills, and leadership abilities candidates will need to be successful.

Getting Immersed

The Qualifications Assessment process includes a site visit to Loganville to gain a thorough understanding of the unique nature of the community and organization.

During this phase, we will take a deep dive into the responsibilities of the City Manager and the issues facing the City of Loganville. Through this process, we will be able to articulate the key short- and long-term challenges and opportunities facing the next City Manager.



We spend considerable time and effort talking with the City's leadership, key staff, and anyone else the client recommends to develop the ideal candidate profile.

We will conduct interviews to:

- Understand the functions of the City of Loganville City Manager's Office.
- Articulate the expectations for success for the City Manager.
- Create a personality profile to outline the traits that will be most successful in the City of Loganville and what type of traits are to be avoided—helping to narrow the candidate pool.

Please see Exhibit "A" for an example of a candidate profile.

PHASE 2

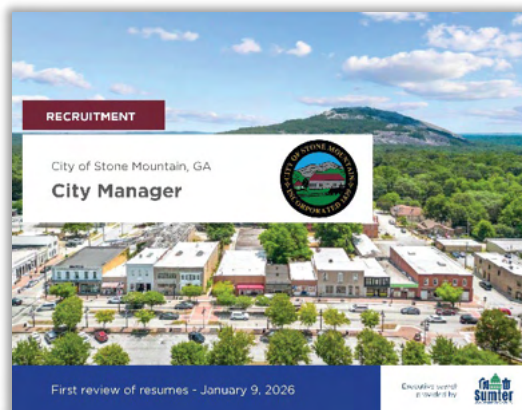
Creating Marketing Materials That Effectively Sell Your Story

The Candidate Brochure

Sumter LGC creates a unique and informative digital candidate brochure to use in our marketing materials to catch the attention of top talent. The brochure is a storytelling opportunity and a staple in recruitment. It captures the essence of a community and articulates the value proposition for the position we are recruiting for.

Candidates can easily move through the brochure to find pertinent information and get a gut feeling for the community and the job. We have also included video in a previous brochure to stay on the cutting edge.

See Exhibit "B" for an example of a brochure we used in a previous recruitment. [Click here to view all of our current brochures on our website.](#)



PHASE 3

Building a Large, Qualified Pool of Candidates

Sound Targeting Strategies

Effective recruitment demands a large, diverse pool of qualified candidates. Our experience enables us to build large, qualified pools efficiently and effectively—helping to find the ideal candidate. We know where to post the job and how to craft an effective job posting.

- We work diligently to craft job advertisements and brochures to attract a wide range of candidates.
- We target our placements to sites where the best qualified candidates are looking.
- We also proactively recruit candidates who aren't actively looking, to deliver candidates who most closely fit the ideal candidate profile.

Equity and Diversity

The best way to achieve equity and diversity in the local government workforce is to attract a diverse candidate pool. The larger and more diverse the candidate pool is, the better the chance for an equitable hiring process.

- We use a wide range of advertising sources to enlarge and diversify our applicant pool.
- We dig deeper to advertise and recruit where diverse candidates are already looking. This is the right thing to do and reflects good business practices.

Leveraging Our Connections

Recruiting is the most effective method of attracting candidates. We spend time working our network, researching candidates, and inviting the best candidates to apply. Sumter LGC President Warren Hutmacher also attends networking events and regional conferences. There are no shortcuts to recruiting. It takes time, effort, and persistence to find the right candidates. Our proactive, energetic approach separates us from our competition, who typically rely on conventional advertising and email blasting.

Reaching Candidates

We will recruit regionally with national advertising. For your recruitment, we will focus on the following job boards:

1. International City/County Management Association (ICMA)
2. Georgia Local Government Access Marketplace (GLGA)
3. National League of Cities (NLC)

In addition, Sumter LGC will leverage our extensive email outreach network (30,644 targeted email addresses) and our LinkedIn presence to spread the word.

PHASE 4

Identifying the Short List of Candidates

Initial Resume Reviews

Resumes will be collected directly by Sumter LGC. They are reviewed against the ideal candidate profile to narrow the pool to a semi-final group considered to be qualified for the job and genuine hiring possibilities.

- Unlike other firms, your executive recruiter will be solely responsible for the task of reviewing applicants. For this assignment, Sumter LGC President Warren Hutmacher will be handling the initial review of resumes.
- Larger firms sometime use lower hourly rate assistants to sort through resumes. This can lead to good candidates being discarded because the reviewer hasn't participated in all the buildup to this phase, including the site visit, tours, and interviews conducted in Phase One. This task requires an experienced professional with good judgment to differentiate qualified candidates from those qualified candidates who are a good fit for the City of Loganville.

Semi-Finalist Identification

After the initial review, we are ready to identify 10-12 (typically) semi-finalist candidates. Some clients prefer to review and approve the semi-finalist list prior to holding initial interviews. We will honor the client's preference related to conducting initial interviews.

Initial Interviews

Once the list of semi-finalists is agreed upon, we conduct live two-way recorded initial interviews, whether in person or virtual, so the client can see what we see. We learn a great deal from body language, facial expressions, enthusiasm, and tone of voice. Clients are invited to participate.

Semi-Finalist Summary Report

After the initial interviews are completed, we will recommend a manageable finalist group for a more formal in-person interview process. To accomplish this, we provide you with a written report summarizing each of the semi-finalist candidates. The report also includes links to the recorded interviews we conducted.

On-Site Collaboration

We will set up another site visit to review the semi-finalist candidates with City leaders. Through this review, we encourage the client to narrow down the field of candidates to proceed with in-person interviews in Loganville. (Typically, the client will choose 3-5 finalists.)

PHASE 5

Meeting Your Candidates

Making the Best Evaluation

The in-person interview process can be handled in a variety of ways. We will formulate a unique interview process based on the individual needs, culture, and priorities of the City of Loganville.

- Prior to the interviews, we fully prepare you with best practices for interviewing candidates and provide suggested interview questions.
- For this City Manager recruitment, Sumter LGC recommends a full-day interview. The day will be comprised of a tour of the City of Loganville, meetings with the staff leadership team, and a lengthy interview with the City's leadership.
- Having the candidates interact with a wide assortment of people provides different perspectives on the candidate's strengths and weaknesses. In addition to the more formal activities, we will have the candidates go to lunch or for coffee with City staff to interact in a more casual setting.
- We create every opportunity to expose the candidates to everything the City of Loganville has to offer and to provide them with an accurate view of the challenges and opportunities that await them.
- This type of process affords the client multiple data points and interactions to get to know the candidate's true self.

Please see the following page for our recommended approach to the interview day.

A Four-Step Approach to the Interview Day

Step 1: Candidates will interview with the staff leadership team. This will allow candidates to get a feel for the personalities of their future colleagues and for the staff to provide feedback to the hiring manager on which candidates they believe would most effectively work with the leadership team and employees.

Step 3: Candidates meet with City staff members individually over lunch and for coffee to create a casual atmosphere to get to know the candidate's personality and character.

Step 4: Tour of Loganville by City staff to help the candidate learn more about the City and get another casual opportunity to get to know the candidate's personality and character.

Step 5: Mayor and City Council spend 75 to 90 minutes interviewing each candidate. At the end of the day, we recommend a feedback loop between City leaders and all the participants from the interview day.

Here are some additional approaches and activities the City can consider as part of this process:

- An interactive activity that the candidates participate in to allow the client to see them in action in a stressful or creative exercise. An example we have used previously is posted as Exhibit "C".
- Asking the candidates to prepare material ahead of time to present to the client/staff leadership team to gauge the candidate's presentation skills, preparation ability, critical thinking, research techniques, and attention to detail.
- Holding a meet and greet with the finalist candidates to allow them to interact with the staff.



PHASE 6

The Hiring Process

Post-Interview Process Feedback

After the interviews and activities are completed, Sumter LGC will gather the entire day's participants who interacted with the candidates to meet with the City's leadership.

- Everyone is invited to provide feedback on both substantive information and little things they believe would help to define the candidate's personality, character, style, and suitability for the job.
- This feedback loop will help add to the data the City's leadership needs to evaluate to make the final selection.
- The recruiter will sit with the Mayor and City Council after all the feedback is received. This discussion typically results in a definitive decision on which candidate to select.
- The recruiter is not the decision maker and is present to facilitate conversations, answer questions, and offer opinions only when asked.

Negotiation

Sumter LGC will work with you to formulate a term sheet with the key business terms to begin the negotiation process.

- Sumter LGC is intimately familiar with this process as both a consultant and a candidate. We are on top of industry trends and methods of finding compromises each party can agree to.
- To help the process along, Sumter LGC will provide the client with salary and benefit data relevant to the size of the City of Loganville and the marketplace in your competitive area.
- Sumter LGC will work with the Mayor and City Council and the candidate to agree on an offer letter.

Background Checks

Sumter LGC recommends performing background checks after the parties have established mutual interest and agreed to terms (subject to a background check).

- Sumter LGC will perform the requisite criminal and credit checks and education and employment verifications.
- Sumter LGC doesn't ask candidates for references, but we do fully investigate their background. We choose who we want to talk with from their professional background. We do this because candidates share only references who look upon them favorably. This limits the usefulness of the background check process.
- Sumter LGC digs into a candidate's professional background to eliminate surprises and to get a full view of the candidate's veracity and character. We believe that clients should know everything they can about candidates' backgrounds before making a final hiring decision. We have the experience and aptitude to conduct deep internet searches, looking at social media posts, blogs and other sources.

- At the discretion of the client, and only at the direct costs of travel, Sumter LGC will travel to the communities the final candidate has worked. Sumter LGC will fact check the candidate's resume and meet the people they worked with.
- Delivering this level of scrutiny gives you the best chance at knowing all you can to make a sound decision in selecting a City Manager.

Press Release

Sumter LGC will write or assist the City of Loganville in composing a press release as part of our flat fee.

- The initial press release and responses to media coverage can get the candidate and the City of Loganville off on the right foot.
- The press release tells the story of how the candidate will benefit the City of Loganville as well as explain the process that brought the candidate to the City.

Notifying Candidates Not Selected

Sumter LGC will notify candidates who were not selected.

- We are sensitive to the compassion required to handle this duty and are skilled at delivering difficult news in a constructive manner to candidates.
- We respect that the reputation of the City of Loganville is at stake, and we take every step to preserve the good name of the City during this process.

Helping Deliver Success

Sumter LGC offers a follow-up service to work with the new City Manager for the first year of employment as a mentor and resource.

SEARCH TIMELINE

We expect to move quickly once awarded this assignment.

- Our goal is a 56-day process to propose finalist candidates to the client.
- This can be streamlined by shortening the advertising period, however at least 2-3 weeks is recommended for this phase.
- Another method to streamline the process is to skip the semi-finalist process. This will cut the time for the recruitment down to 5-6 weeks.



The Initial Kick-off Meeting

This on-site meeting in Loganville includes:

- Meeting with the Mayor and City Council and any key staff they recommend talking with to gain clarity and consensus on the roles and responsibilities expected of the City Manager.
- Interviewing the City's leadership team and key staff to develop a candidate profile.
- Agreeing to a recruitment schedule and handling administrative issues.
- Gaining familiarity with the City of Loganville, reviewing expected challenges for the new City Manager, and completing a candidate profile, recruitment brochure and advertising plan.

2-week milestone

- Advertise position widely with a completed recruitment brochure

5-week milestone

- Initial review of resumes and scoring of proposed semi-finalist candidates

6-week milestone

- Selection of semi-finalist candidates (on site in Loganville)

7-week milestone

- Interviews of semi-finalist candidates by Sumter LGC

8-week milestone

- Present finalist candidate recommendations

PROPOSED FEE

Sumter LGC is proposing a flat fee for this executive search assignment, excluding expenses.

Fee proposal for professional services: \$24,000

Expenses (pre-approved by the client) to be reimbursed by the City of Loganville based on actual documented expenses:

- Consultant travel
- Advertising fees

The flat fee is broken into milestones:

- **Milestone 1:** 40% of fee – paid upon the completion of the advertising process
- **Milestone 2:** 40% of fee – paid upon the submission of the Semi-Finalist Summary Report to the City of Loganville
- **Milestone 3:** 20% of fee – paid upon the start date of the City Manager

Sumter LGC is confident in our process, and if the City of Loganville decides to start over with the recruitment due to unsatisfactory candidates, or if the chosen candidate doesn't last one year in the position for any reason, we offer a one-year guarantee. We will complete another search for the City at no charge (except reimbursable expenses).

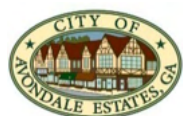
OUR CONSULTANTS

Warren Hutmacher
President, Sumter LGC



Warren has over 25 years of leadership experience and is familiar with all aspects of municipal government. As former City Manager for the cities of Johns Creek, Dunwoody, Norcross, Avondale Estates, and Hutto, Warren was involved in key community issues, including traffic congestion, planning, neighborhood preservation, economic development, revenue expansion, and park development. Serving various municipalities throughout his career, Warren maintains a keen understanding of community issues, including how to work with a wide variety of stakeholders to establish priorities that will provide the best and most meaningful results for clients.

Experience:



Education:



Billy Grogan

Senior VP, Sumter LGC



With a long track record in local government and law enforcement, Billy has served as a Police Chief, Interim City Manager, Instructor, and Leadership Consultant. He recently retired as the first Chief of Police for the City of Dunwoody, GA.

Billy has an MPA from Kennesaw State University and is a graduate of the 193rd session of the FBI National Academy. He is an accomplished author and subject matter expert on the use of social media in law enforcement. He has a long list of accolades and accomplishments in law enforcement, including serving as the President of the Georgia Association of Chiefs of Police and board service on the International Association of Chiefs of Police Human and Civil Rights Committee.

Billy will be helping local governments solve complex problems in law enforcement and leadership as well as helping clients with executive search and staffing challenges.

Experience:



Education:



Gary La Venia
Senior VP, Sumter LGC



Gary has enjoyed a long professional career serving others through his work in local government. Gary has served as a City Manager in Florida and New Jersey. Gary earned both a bachelor's degree and a Master of Public Policy from Rutgers University. He has recently retired after a decade of service as the City Manager of Fruitland Park, FL. Gary has extensive expertise in shared services and economic development. He has relocated to South Carolina and will be investing in building relationships in South Carolina and North Carolina as well as servicing clients in Florida and Georgia. Gary will be helping local governments solve complex problems as well as aiding clients with executive search and staffing challenges.

Experience:



Education:



Jeff Jones

Executive VP, Sumter LGC



Jeff Jones brings more than 35 years of municipal leadership and public sector management experience to Sumter Local Government Consulting. Throughout his career, he has served in executive leadership roles for several high-performing and high growth Texas communities and organizations, overseeing municipal operations, strategic planning, economic development, infrastructure programs, organizational management, and the hiring and retention of executive leadership personnel.

Jeff holds a Master of Public Administration in City Management from Texas Tech University and is a graduate of the Public Executive Institute at the University of Texas at Austin's LBJ School of Public Affairs. He is a Credentialed Manager through the International City/County Management Association (ICMA) and has remained active in numerous professional and civic organizations, including service as a former Board Member of the United Way of Tarrant County and Assistant District Governor for Rotary International.

Experience:



Education:



WHO WE'VE HELPED

Client	Assignment	Year
City of Smyrna, GA	Assistant City Administrator	2020
City of Winder, GA	City Engineer	2020
City of Doraville, GA	City Clerk	2020
City of College Park, GA	City Manager	2022
City of Stone Mountain, GA	Interim City Manager	2022
City of College Park, GA	Public Works Director	2022
City of Winder, GA	Planning Leader	2022
City of College Park, GA	Chief Building Official	2022
City of South Fulton, GA	Internal Auditor	2023
City of College Park, GA	Airport Affairs Director	2023
City of Fayetteville, GA	Economic Dev. Director	2023
City of College Park, GA	City Engineer	2023
City of Pompano Beach, FL	Human Resources Director	2023
City of Winder, GA	Human Resources Director	2023
City of Social Circle, GA	Finance Director	2023
Georgetown County, SC	County Engineer	2023
City of Suwanee, GA	Public Works Director	2023
City of Clarkston, GA	Interim City Manager	2023
City of Social Circle, GA	Interim Finance Director	2023
City of Brookhaven, GA	Interim Parks and Recreation Director	2023
City of South Fulton, GA	Fire Fee Analysis	2023
City of Powder Springs, GA	Fractional Deputy Finance Director	2023
City of Doraville, GA	Interim City Clerk	2023
City of Duluth, GA	Purchasing Manual Revision	2023
City of Palmetto, GA	Budget Preparation	2023
City of College Park, GA	Assistant City Manager	2023
City of Brookhaven, GA	Interim Parks and Recreation Director	2023
City of Chamblee, GA	Interim City Manager	2024
City of Doraville, GA	Interim Accountant	2024
City of Sylvester, GA	Fractional Chief Financial Officer (CFO)	2024
City of Decatur, GA	Senior City Engineer	2024
City of Atlanta, GA	Interim Fleet Manager	2024
City of Powder Springs, GA	Agency Head - Infrastructure/Dev.	2024
City of Brookhaven, GA	Public Works Director	2024
City of East Point, GA	Interim City Manager	2024
City of Villa Rica, GA	City Engineer	2024
City of Powder Springs, GA	Deputy Finance Director	2024

City of Kennesaw, GA	Information Technology Director	2024
City of Stonecrest, GA	Chief of Police	2024
Glynn County, GA	Community Development Director	2024
City of Winder, GA	City Administrator	2024
City of New Carrollton, MD	Interim City Clerk	2024
City of Acworth, GA	Finance Director	2024
City of Acworth, GA	Deputy City Manager	2024
City of Germantown, TN	Public Works Director	2024
City of Warner Robins, GA	Finance Director	2024
City of Warner Robins, GA	City Engineer	2024
City of College Park, GA	HR and Risk Management Director	2024
City of College Park, GA	Purchasing Director	2024
City of College Park, GA	City Clerk	2024
City of College Park, GA	Economic Development Director	2024
City of College Park, GA	City Manager	2024
City of College Park, GA	City Planner	2024
City of College Park, GA	Grants Manager	2024
City of College Park, GA	Public Works Director	2024
City of Sandersville, GA	Finance Director	2024
City of Tucker, GA	Deputy Parks and Recreation Director	2024
City of College Park, GA	Interim Finance Director	2024
City of College Park, GA	Interim Purchasing Administrator	2024
City of Chamblee, GA	Assistant City Manager	2024
Spartanburg County, SC	Transportation Manager	2024
City of College Park, GA	Fire Chief	2024
City of College Park, GA	Finance Director	2024
City of College Park, GA	Executive Director - Convention Center	2024
City of East Point, GA	Finance Director	2024
City of East Point, GA	IT Director	2024
City of Sandersville, GA	Public Works Director	2024
City of Acworth, GA	Public Works Director	2024
City of Fayetteville, GA	Communications Director	2024
Town of Easton, MD	Town Manager	2024
City of Guyton, GA	City Manager	2024
City of Port Wentworth, GA	Assistant City Manager	2024
City of Warner Robins, GA	City Engineer	2024
City of Dade City, FL	City Manager	2024
City of College Park, GA	Communications Director	2024
City of Tifton, GA	City Manager	2024
Town of Ocean City, MD	Chief of Police	2024
City of Cape Canaveral, FL	Chief Building Official	2025

City of College Park, GA	Deputy Fire Chief	2025
City of Warner Robins, GA	Interim Finance Director	2025
Washington County, GA	County Administrator	2025
City of Winder, GA	Interim Finance Director	2025
City of Winder, GA	Finance Director	2025
City of College Park, GA	Interim Purchasing Administrator	2025
City of Clarkston, GA	Interim Finance Director	2025
City of Villa Rica, GA	Interim Community Development Director	2025
City of Alpharetta, GA	Interim Assistant City Clerk	2025
City of Valdosta, GA	Interim Senior Accountant	2025
St. Mary's County, MD	EMS Chief	2025
City of Chamblee, GA	Interim Planning and Development Director	2025
City of Marietta, GA	Deputy Finance Director	2025
City of North Myrtle Beach, SC	Finance Director	2025
Town of Hilton Head Island, SC	Planning Director	2025
Town of Hilton Head Island, SC	Assistant Planning Director	2025
Town of Hilton Head Island, SC	Assistant Finance Director	2025
Town of Hilton Head Island, SC	Plans Examiner	2025
City of Stone Mountain, GA	City Manager	2025
City of Woodstock, GA	Chief of Police	2025
City of Chamblee, GA	Planning and Development Director	2025
City of Stone Mountain, GA	Interim Finance Director	2025
City of Brookhaven, GA	Assistant Parks and Recreation Director	2025
City of Sarasota, FL	City Manager	2025
City of Stone Mountain, GA	Public Works Director	2025
City of Doraville, GA	City Manager	2025
City of Tucker, GA	Court Administrator	2025
City of Atlanta Department of Watershed Management	Assistant Commissioner of Technical Services	2025
City of Brooklet, GA	City Manager	2025
Glynn County, GA	Human Resources Director	2025
City of Stockbridge, GA	Economic Development Director	2025
Sumner County, TN	Finance Director	2025
City of Forest Park, GA	City Manager	2025
City of Tucker, GA	Finance Director	2026
City of Tucker, GA	Parks and Recreation Director	2026
City of Lake Worth Beach, FL	City Manager	2026
City of Senoia, GA	City Manager	2026
City of Stonecrest, GA	City Manager	2026

City of Senoia, GA	Community Development & Planning Director	2026
City of Fayetteville, GA	Deputy HR Director	2026
City of Fayetteville, GA	Deputy Public Services Director	2026
City of Fayetteville, GA	Community Development Director	2026
City of White House, TN	City Administrator	2026
City of Perry, GA	Public Works Director	2026
City of Fayetteville, GA	Water and Wastewater Director	2026
City of Stockbridge, GA	Assistant Public Works Director	2026
City of Pelham, AL	Communications Director	2026
City of Villa Rica, GA	City Manager	2026
City of Orangeburg, SC	Chief Financial Officer	2026
City of Decatur, GA	Building Official	2026
City of Social Circle, GA	Finance Director	2026
City of Conyers, GA	Public Works Director	2026
City of Mableton, GA	Public Safety Director (Assistant City Manager)	2026
City of Lake City, GA	City Manager	2026
City of Mableton, GA	Police Chief	2026
City of Perry, GA	Community Development Director	2026
City of Perry, GA	Chief Building Official	2026
City of Lake City, GA	Finance Director	2026
City of Pine Lake, GA	City Manager	2026
Town of Greeneville, TN	City Manager	2026

EXHIBIT A – IDEAL CANDIDATE PROFILE



The Ideal Candidate

- A competitive individual who knows, understands, and values the importance of being part of a team
- A leader who possesses the ability to relate to a diverse workforce
- An individual who can work with a shared community vision to see the big picture and execute the City Commission's direction to achieve that vision
- A supportive leader with the will and ability to collaborate with the staff
- A confident leader willing and able to delegate tasks that allow seasoned staff to work autonomously
- A person with exceptional communication skills
- A person of high integrity, always working to do what is in the long-term best interest of the City
- A person who can think both locally and regionally
- An individual who can respectfully and effectively help resolve problems between opposing viewpoints
- A resourceful problem solver who works to progress, without impeding the process
- A person willing to be involved with local, state, and federal officials in a continuing effort to secure the resources necessary to continue moving the City forward



EXHIBIT B – RECRUITMENT BROCHURE

RECRUITMENT

City of Sarasota, FL

City Manager



First review of resumes - December 12, 2025

Executive search
provided by:



About the Community

Sarasota, Florida, is a vibrant and culturally rich city nestled along the Gulf Coast, celebrated for its beautiful beaches, artistic vitality, and small-town charm. Consistently ranked among America's Best Places to Live by U.S. News & World Report, Sarasota offers the perfect balance of sophistication, coastal living, and community spirit.



With a population of roughly 60,000 residents, the city's vitality expands significantly during the winter months, when seasonal residents and visitors swell the community to over 100,000 people. Sarasota's lifestyle reflects a blend of laid-back coastal elegance and forward-looking innovation. Residents enjoy 251 days of sunshine each year, an award-winning performing arts scene, world-class dining, and access to the region's natural treasures—white sand beaches, tranquil bay waters, and lush parks and trails.





Cultural amenities abound. The City-owned Van Wezel Performing Arts Hall anchors Sarasota's reputation as Florida's "Cultural Coast," complemented by institutions such as the Ringling Museum of Art, Asolo Repertory Theatre, Sarasota Opera House, Florida Studio Theatre, and the Sarasota Ballet. Signature events like the Sarasota Film Festival and Siesta Key Crystal Classic draw national attention each year.

Sarasota's economy is anchored by tourism, healthcare, education, and professional services. The area's largest employers include Sarasota Memorial Hospital, the Sarasota County School Board, and Publix Super Markets, with growing contributions from the construction and tech sectors. Housing options range from walkable downtown condominiums to coastal neighborhoods and family-friendly communities inland, providing choices for every lifestyle.





A RICH AND UNIQUE HISTORY

Sarasota's roots date back to the 1500s, when Spanish explorers arrived along Florida's Gulf Coast. Sarasota was incorporated as a town on October 14, 1902, having a population of 53 residents, with John Hamilton Gillespie being sworn in as mayor and a municipal charter being created. It was later re-platted in 1912 and then incorporated as a city in 1913, with A. B. Edwards being the first mayor for the new city government.

The city's character was further shaped by visionary figures such as John Ringling, whose winter home and investments brought national attention and earned Sarasota the nickname "Circus City." Ringling's influence, along with the civic and philanthropic leadership of Bertha Palmer, who championed local agriculture and tourism, helped establish Sarasota as both a cultural and economic hub.

In 1945, the City formally adopted the Commission-Manager form of government, ensuring professional management and stable leadership as Sarasota transitioned from a small coastal town to a thriving regional center.



GOVERNMENT STRUCTURE

Sarasota operates under a Commission–Manager form of government, as established by its City Charter. The City Commission serves as the community’s legislative and policymaking body, consisting of five members—two elected at-large and three elected from single-member districts. Each serves a four-year term, with elections staggered in even-numbered years.

Each November, Commissioners select from among themselves a Mayor and Vice Mayor. The Commission appoints three Charter Officials:

- The City Manager, who serves as the City’s Chief Administrative Officer
- The City Auditor and Clerk, who acts as the official recordkeeper and internal auditor
- The City Attorney, who serves as legal counsel to the City

The City Manager oversees employees across major departments such as Police, Parks and Recreation, Public Works, Utilities, and Development Services. The City’s FY 2025–2026 total budget is \$303 million.

Sarasota’s government is guided by the principles of integrity, accountability, teamwork, and respect. This structure reflects the community’s commitment to transparent governance, professional management, and strong collaboration between elected officials and staff—values that have helped sustain Sarasota’s success for decades.



The Sarasota Experience

Sarasota is more than a place to live and work—it's a community that embraces creativity, celebrates diversity, and thrives on civic pride. Known as Florida's Cultural Coast, Sarasota offers a unique blend of coastal beauty, cosmopolitan energy, and small-town warmth that continues to draw artists, entrepreneurs, professionals, retirees, and families from across the nation.

A THRIVING ARTS AND CULTURE SCENE

The arts are not just a pastime in Sarasota—they are part of its identity. Few cities of comparable size can boast the depth and diversity of Sarasota's cultural landscape. The John and Mable Ringling Museum of Art, Florida's official state art museum, anchors a constellation of world-class institutions that include the Van Wezel Performing Arts Hall, Asolo Repertory Theatre, Sarasota Ballet, Florida Studio Theatre, Sarasota Opera, Westcoast Black Theatre Troupe, and the Sarasota Art Museum.

The community's artistic spirit spills outdoors, too. Public art installations dot city streets and parks, murals enliven downtown alleyways, and open-air festivals fill the calendar year-round—from the internationally renowned Sarasota Film Festival to the Chalk Festival, Sarasota Music Festival, and the Siesta Key Crystal Classic sand-sculpting competition. Whether one's passion lies in fine art, live theatre, film, or music, Sarasota offers continual inspiration and opportunities for engagement.



A CULINARY DESTINATION

Sarasota's dining scene rivals that of much larger metropolitan areas, combining global sophistication with Gulf Coast freshness. Dozens of chef-driven restaurants and locally owned bistros offer everything from upscale waterfront dining to creative farm-to-table concepts and casual seafood spots featuring the day's local catch. The downtown core, St. Armands Circle, and the Rosemary District provide walkable clusters of restaurants, cafés, and wine bars that come alive after dark.

Local culinary traditions are enriched by the city's diversity—Italian trattorias, Caribbean grills, French bakeries, and New Southern kitchens all thrive here. A growing number of microbreweries and craft cocktail lounges add to the city's vibrant nightlife, while open-air markets and food festivals celebrate Sarasota's love of good food and community connection.





DOWNTOWN AND NEIGHBORHOOD LIVING

At the heart of it all is Downtown Sarasota—a walkable, tree-lined district filled with boutique shopping, art galleries, historic architecture, and waterfront views. Main Street, Lemon Avenue, and Palm Avenue serve as lively corridors of commerce and culture, with year-round events such as the Downtown Farmers Market, art walks, parades, festivals and live music. The nearby Bay Park project is transforming the city's waterfront into a signature public space that blends green design, recreation, and community gathering areas along Sarasota Bay.

Housing options in and around the city are as diverse as the people who call Sarasota home. Downtown condominiums and luxury high-rises offer modern amenities and sweeping views of the bay, while charming bungalows, historic homes, and new developments provide appealing options for families and professionals alike. Waterfront estates, golf-course communities, and mixed-use neighborhoods create a housing market that accommodates a wide range of lifestyles and income levels. The median home price, around \$549,000, and median rents, around \$2,300 per month, reflect Sarasota's strong desirability and steady growth, while surrounding neighborhoods and inland areas offer more attainable options without sacrificing access to the city's amenities.



A LIFESTYLE OF CONNECTION AND COMMUNITY

Despite its sophistication, Sarasota retains an inviting, close-knit atmosphere. Neighbors greet each other at the Farmers Market, families gather for concerts in Payne Park, and volunteers of all ages support a wide array of civic, cultural, and philanthropic organizations. Residents value Sarasota's tradition of participation—whether serving on local boards, supporting the arts, or engaging in lively public discourse about the city's future.

In every sense, Sarasota offers a lifestyle that combines beauty, creativity, and community. For the next City Manager, it represents a truly special place to lead—a city where art and culture meet coastal living, where innovation is encouraged, and where civic pride runs deep.



City Commission (as of November 1, 2025)



MAYOR, DISTRICT TWO
FIRST ELECTED ON 5/15/15

Liz Alpert



VICE MAYOR, AT-LARGE
FIRST ELECTED ON 11/8/22

Debbie Trice



COMMISSIONER, AT-LARGE
FIRST ELECTED ON 5/12/17

Jen Ahearn-Koch



COMMISSIONER, DISTRICT ONE
FIRST ELECTED ON 11/6/20

Kyle Battie



COMMISSIONER, DISTRICT THREE
FIRST ELECTED ON 11/8/24

Kathy Kelley Ohlrich



Charter Officials



INTERIM CITY MANAGER
WITH THE CITY SINCE 5/19/25

David Bullock



CITY ATTORNEY
WITH THE CITY SINCE 3/3/25

Joe Polzak

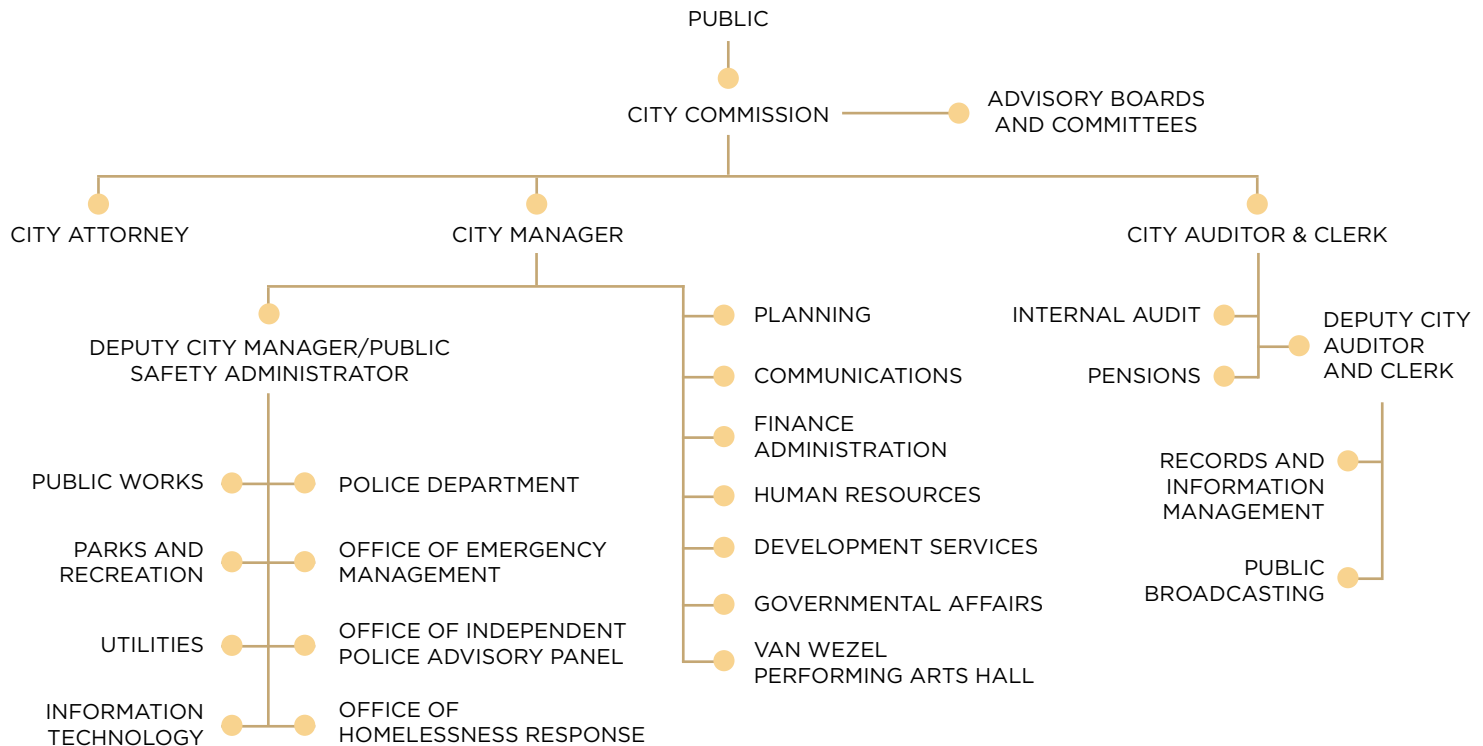


CITY AUDITOR & CLERK
WITH THE CITY SINCE 11/4/19

Shayla Griggs



Organization Chart



The Role

ABOUT THE POSITION

The City Manager is a cornerstone leadership role within the City of Sarasota, responsible for guiding the daily operations of this vibrant and evolving community. Working closely with the City Commission, the City Manager helps shape and implement citywide policy while ensuring that organizational priorities align with the community's long-term vision.



As the City's chief administrative officer, the City Manager provides strategic leadership in developing and executing both short- and long-term plans. This individual supports the City Commission by preparing reports, offering professional recommendations, and attending Commission meetings to provide staff insight and operational perspective.





The Role

KEY RESPONSIBILITIES

- Oversee all city departments and the management team, including the hiring, supervision, and evaluation of department directors (Except for positions appointed by the Commission directly – City Attorney and City Auditor and Clerk)
- Establish and maintain policies and procedures that ensure efficient, effective, and transparent municipal operations
- Lead the preparation of the annual budget in close collaboration with the City's Chief Financial Officer, demonstrating strong financial management skills and a deep understanding of municipal finance
- Serve as a key representative and spokesperson for the City, building strong relationships with residents, business leaders, community organizations, and regional partners

The next City Manager of Sarasota will be a forward-thinking, energetic, collaborative leader with a passion for public service and a proven ability to bring people together. The ideal candidate will value transparency, communication, and teamwork—working in full partnership with the City Commission, staff, and community stakeholders to advance Sarasota's goals, carry out Commission policy, and ensure the City continues to thrive.



Challenges and Opportunities

THE OPPORTUNITY

The City of Sarasota is seeking an exceptional, forward-thinking leader to serve as its next City Manager. This position offers an exciting opportunity to guide one of Florida's most dynamic and vibrant coastal communities through a period of continued growth, innovation, and community engagement. Sarasota's next City Manager will be a visible, approachable, and relationship-driven leader who thrives on connection with residents, business leaders, civic organizations, and regional partners.

This is not a role for an introvert or someone who views community engagement as a box to check. Success in Sarasota requires genuine enthusiasm for public interaction and a strong presence at community events. The City Commission is looking for a City Manager who truly values civic involvement and sees it as a core leadership responsibility, not an obligation.

LEADERSHIP STYLE AND GOVERNANCE APPROACH

The ideal candidate will be a trusted advisor to the Mayor and City Commission—someone who communicates with honesty, transparency, and integrity. The Commission seeks a professional who tells them what they need to hear, not simply what they want to hear.

This position requires a collaborator who works with the Commission, not one who manages it—someone who respects the diversity of perspectives and can help shape those perspectives into a shared vision through thoughtful dialogue and consensus-building.





Key Leadership Qualities

The next City Manager will be a strategic thinker, a creative problem solver, and a strong organizational leader—a person who:

- Understands the long-term implications of today's decisions.
- Establishes clear, achievable goals for staff and ensures they have the tools and resources to succeed.
- Promotes stability, trust, and respect within the organization.
- Listens carefully, values diverse viewpoints, and fosters collaboration across all levels of the City.
- Creates a positive, inclusive workplace culture where employees are supported and empowered.
- Embraces a culture of accountability for delivering results

Sarasota needs a leader who balances innovation with practicality and embraces new ideas yet maintains a steady hand when navigating complex issues.



Community and Strategic Priorities

The incoming City Manager will find a community filled with opportunity—and a few challenges that demand attention. Among the priorities and initiatives the next City Manager will help lead are:

- Stormwater System Improvements: Partnering with Sarasota County to address critical infrastructure needs
- Performing Arts Center Project: Advancing this high-profile initiative that holds deep significance for the community
- Workforce and Affordable Housing: Developing strategies and partnerships to expand access and affordability
- Downtown Traffic and Parking: Evaluating and implementing solutions that support mobility, business vitality, and quality of life

Additionally, the next City Manager will be expected to conduct a comprehensive review of the City's Strategic Plan, modernize its goals, and work with the Commission and community stakeholders to establish a shared, forward-looking vision for Sarasota's future.



THE CITY OF SARASOTA SEEKS A CITY MANAGER WHO IS:

- Relatable and engaging—a visible presence in the community and a genuine relationship-builder.
- Decisive yet inclusive—someone who leads with confidence but values everyone's input.
- Data-driven and adaptable—able to assess performance metrics while remaining flexible and responsive to changing conditions.
- Visionary and grounded—able to inspire innovation while maintaining a practical understanding of municipal operations.

The successful candidate will view every challenge as an opportunity and every opportunity as a challenge worth tackling.

A CAREER-DEFINING ROLE

The City is looking for a unifier with vision, a communicator who values inclusion, and a leader who thrives on collaboration.

For the right professional, this is a tremendous opportunity to make a lasting impact in one of Florida's most desirable communities. Sarasota's City Manager will have the privilege of leading an experienced team, working alongside a dedicated City Commission, and partnering with an engaged, passionate citizenry.





The Ideal Candidate

- A competitive individual who knows, understands, and values the importance of being part of a team
- A leader who possesses the ability to relate to a diverse workforce
- An individual who can work with a shared community vision to see the big picture and execute the City Commission's direction to achieve that vision
- A supportive leader with the will and ability to collaborate with the staff
- A confident leader willing and able to delegate tasks that allow seasoned staff to work autonomously
- A person with exceptional communication skills
- A person of high integrity, always working to do what is in the long-term best interest of the City
- A person who can think both locally and regionally
- An individual who can respectfully and effectively help resolve problems between opposing viewpoints
- A resourceful problem solver who works to progress, without impeding the process
- A person willing to be involved with local, state, and federal officials in a continuing effort to secure the resources necessary to continue moving the City forward





Qualifications

- The ideal candidate must have considerable progressive senior management experience.
- A bachelor's degree in business, public administration, public policy, or a related field is expected. While not mandatory, a master's degree is highly desirable.
- Per the City Charter, the City Manager is expected to reside in the city. A reasonable amount of time will be provided to candidates to move into the city limits.
- ICMA membership (paid for by the City) must be obtained within 6 months of being hired.

Preferred Experience

- Knowledge and experience in developing and maintaining complex municipal infrastructure
- A proven track record of open and productive community dialogue with community groups, business organizations, residents, visitors, and regional and state leaders who may have at any time similar or conflicting views on community issues
- Knowledge of issues commonly associated with coastal communities, including infrastructure, emergency preparedness, crisis management, and intergovernmental cooperation
- Familiarity and comfort with promoting and managing the impacts of tourism, seasonal resident populations, and active and vibrant downtowns

[CLICK HERE FOR CITY MANAGER JOB DESCRIPTION](#)



Application Process

For more information on this position, including supplementary documents and resources, visit the recruitment webpage at:

[CLICK HERE FOR CITY OF SARASOTA CITY MANAGER RECRUITMENT PAGE](#)

The first review of resumes will take place on December 12, 2025.

Please refrain from communicating with the staff or elected officials with the City of Sarasota. Please direct inquiries to Sumter Consulting.

Please contact the Executive Recruiter with any questions or concerns:

Warren Hutmacher

Email: warren@sumterconsulting.com

Phone: 404-535-0525

Website: sumterlocalgovconsulting.com

Florida's robust "Sunshine" and public records laws create one of the most transparent local government environments in the nation, and candidates for the Sarasota City Manager position should understand how these laws may affect their privacy throughout the recruitment process and beyond. Under Florida's Government-in-the-Sunshine Law, virtually all meetings between elected officials—including City Commissioners—must be open to the public, noticed in advance, and documented. This means that interviews, discussions, and deliberations regarding candidates will generally occur in public settings and may be covered by the media or accessible to any interested resident. Likewise, Florida's Public Records Law treats most documents related to city business—including applications, résumés, emails, text messages, and correspondence related to the recruitment—as public records subject to inspection by any member of the public. While certain limited exemptions exist, applicants should expect that their interest in the position, as well as much of the information they submit, may become publicly available. Candidates should be prepared for an unusually high level of public visibility, community scrutiny, and media attention throughout the selection process.



Compensation and Benefits

Key benefits:

Participation in the Florida Retirement System

457(b) Deferred Compensation with a city match

Retiree health benefits, including two medical plans, access to the City's Health Clinic when enrolled in medical, dental insurance, vision insurance, basic retiree life insurance if eligible, conversion of additional life insurance, and a health reimbursement account (HRA)

Fitness Days: The City of Sarasota allows all employees to earn paid time off twice per year by exercising. An employee may earn up to six days of paid time off annually by participating in the Run/Walk/Swim program. Other wellness incentives, such as diet and exercise, are available and provide the opportunity to reduce your monthly health insurance premium.

Hiring Range:

Between \$275,000 and \$295,000, depending on qualifications and experience

[CLICK HERE FOR
BENEFITS GUIDE](#)

Florida law (F.S. § 215.425) places clear restrictions on severance payments for public employees, including City Managers:

Maximum payout: Severance may not exceed 20 weeks of compensation under any employment agreement.

No severance for misconduct: If termination is for misconduct, no severance may be paid.



Hiring Process and Projected Timeline



1. Apply Here



2. First Review of Resumes

December 12, 2025



3. Semi-Finalist Interviews

Mid-January 2026



4. Finalist Interviews

Early February 2026



5. Background Check & Offer

Late February 2026



EXHIBIT C – INNOVATIVE INTERVIEW

INNOVATIVE INTERVIEWS

The interview process is intended for candidates to be fully informed about their prospective employer as well as for the city to find out as much as it can about the candidate's abilities, qualifications, and character.

Sumter Consulting believes that there are methods outside the traditional interview process used to discover more about the applicant than a question and answer can produce.

When the City of Johns Creek was interviewing candidates for a Communications Director position, the ideal candidate profile called for the successful candidate to be capable of handling crisis communication while providing a sense of confidence and calm under heavy stress. They could have asked candidates to discuss a time in their careers when they dealt with a crisis, but instead the city created a crisis and put the applicants to the test....

Here is why Sumter Consulting approaches the recruitment process differently than other firms. The following is a retelling of a recruitment process Warren Hutmacher led for the City of Johns Creek, GA.



INNOVATIVE INTERVIEWS

Example: “The Crisis Unveiled”

Candidates entered the conference room for their individual interviews opposite three similarly dressed interviewers representing the city. Hands are shaken, introductions made, and the interviews proceed like any other interview held by a city government. While the employer is taking turns asking questions, the door suddenly comes flying open and a city staffer bellows into the room in an agitated state that the Communications Director candidate is urgently needed to help with a crisis in the making.



The candidate is whisked away to a separate conference room and is briefed by the Police Chief and Assistant City Manager regarding an officer involved shooting that has just occurred. The facts are hazy and are dribbling in. The candidate is then asked to go to the PD Headquarters and interview the Sergeant and Lieutenant on duty when the shooting happened.

After talking with an obviously flustered Sergeant and an overly tight-lipped Lieutenant, the candidate must take this information and what he learned from the Chief and Assistant City Manager to craft an immediate action plan and a press release and prepare for a press conference to be held in the next 30 minutes.

After 30 minutes alone with pen and paper, the candidate is taken by the Police Chief to the Roll Call room for a press conference. The video cameras are rolling, and a dozen city staff are in attendance. The candidate is called to the podium to give a statement and take questions from the “reporters” in the room. The candidate is peppered with questions, some of which are unfair, and some are hard hitting.

INNOVATIVE INTERVIEWS

Example: “The Crisis Unveiled” continued

After this 30-minute exercise, the candidate is taken back to the original panel interview to brief the panelists as to how they think they did with the exercise and finish up their formal question and answer interview.

This process is repeated for all three finalists. The videos are compiled and the participants from the staff (Police Chief, Assistant City Manager, Sgt., Lt., and staff acting as reporters) gather to review the press releases, view the press conference videos, and conduct a full debrief on the entire exercise. The City Manager learned the following from this experience:

The first candidate panicked and was very uncomfortable in dealing with the crisis. He was pushed around by the “reporters” at the mock press conference. His answers, press release and leadership through the exercise did not meet the expectations for the job.

The second candidate’s performance was rated as mediocre. She failed to keep certain confidential details off the public record after being warned by the Chief of Police that certain facts were not to be shared publicly.



The last candidate was sharp, unaffected by the stress and handled the reporters politely and directed the answers toward the city’s narrative. It didn’t hurt that this candidate was the former public affairs Captain for the United States Navy’s entire Pacific Fleet. When asked afterwards about the exercise, he joked that this crisis was rather easy to deal with compared to North Korea!

EXHIBIT D – SEMI-FINALIST REPORT

EXECUTIVE SEARCH

Semi-Finalist Candidate Review

City of Sarasota, FL
City Manager



Executive search provided by:



February 5, 2026



AGENDA

Review of Process

Review of Ideal Candidate Profile

Candidate Review

Finalist Recommendations

Review Next Steps



SEMI-FINALIST CANDIDATE REVIEW

REVIEW OF PROCESS

Development of Ideal Candidate Profile and Recruitment Brochure

Advertising

Recruitment

Initial Candidate Review - Client

Selection of Semi-Finalists - Client

Recorded Interviews for Semi-Finalists with Search Consultant

Review of Semi-Finalists with Client and Selection of Finalists

Finalist Interviews with...

Background Investigations, Selection, and Negotiations



THE IDEAL CANDIDATE

A competitive individual who knows, understands, and values the importance of being part of a team

A leader who possesses the ability to relate to a diverse workforce

An individual who can work with a shared community vision to see the big picture and execute the City Commission's direction to achieve that vision

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A person with exceptional communication skills

A person of high integrity, always working to do what is in the long-term best interest of the City

A person who can think both locally and regionally

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A resourceful problem solver who works to progress, without impeding the process

A person willing to be involved with local, state, and federal officials in a continuing effort to secure the resources necessary to continue moving the City forward



QUALIFICATIONS

The ideal candidate must have considerable progressive senior management experience.

A bachelor's degree in business, public administration, public policy, or a related field is expected. While not mandatory, a master's degree is highly desirable.

Per the City Charter, the City Manager is expected to reside in the city. A reasonable amount of time will be provided to candidates to move into the city limits.

ICMA membership (paid for by the City) must be obtained within 6 months of being hired.

PREFERRED EXPERIENCE

Knowledge and experience in developing and maintaining complex municipal infrastructure

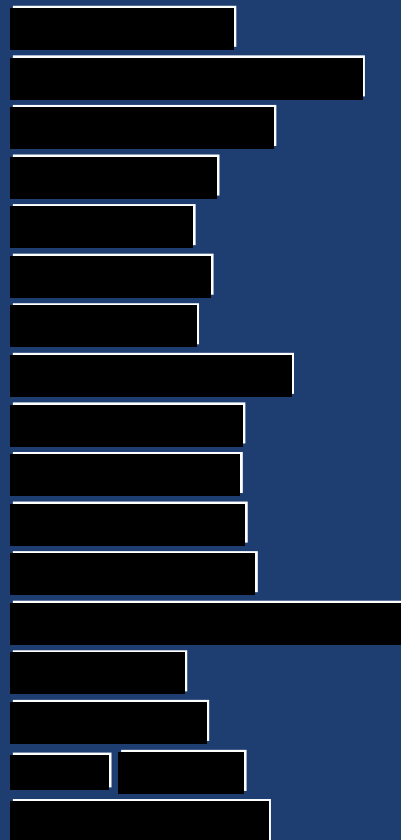
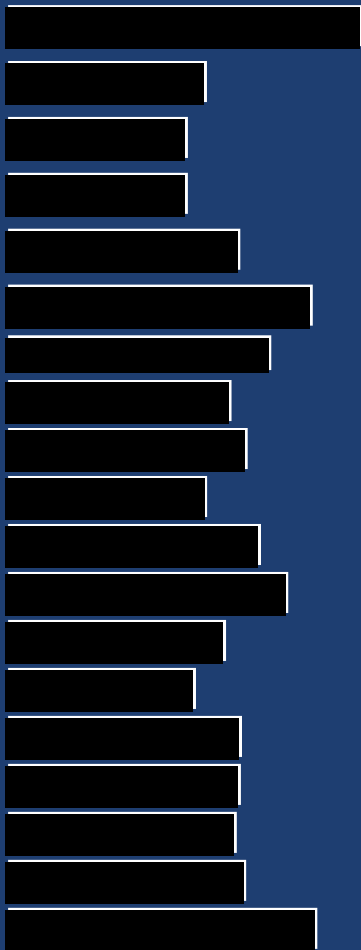
A proven track record of open and productive community dialogue with community groups, business organizations, residents, visitors, and regional and state leaders who may have at any time similar or conflicting views on community issues

Knowledge of issues commonly associated with coastal communities, including infrastructure, emergency preparedness, crisis management, and intergovernmental cooperation

Familiarity and comfort with promoting and managing the impacts of tourism, seasonal resident populations, and active and vibrant downtowns

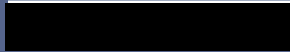


Semi-finalists selected by client





Semi-finalists selected by client



[Watch Video](#)

Passcode:



Positive attributes:

- o Experience in large communities on the water
- o Great personality, very engaging, and obvious commitment to public service
- o Has worked in a wide variety of areas of local government

Possible drawbacks:

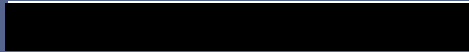
- o Has no City Manager experience

Related article:

- o

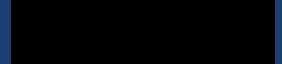


Semi-finalists selected by client



[Watch Video](#)

Passcode:



Positive attributes:

- o Experience managing large projects and in large communities
- o Professional engineer with finance expertise
- o Has worked briefly in a coastal community on the 

Possible drawbacks:

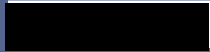
- o Has not had full-time involvement in local government management since 2021

Related articles:





Semi-finalists selected by client



[Watch Video](#)

Passcode:



Positive attributes:

- Obvious love for public service
- Long tenure in two jobs in 
- Experience in a large community 

Possible drawbacks:

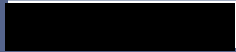
-  — short tenure

Related articles:

- 
- 



Semi-finalists selected by client



[Watch Video](#)

Passcode:



Positive attributes:

- [Redacted]
- [Redacted]
- [Redacted]

Possible drawbacks:

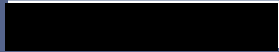
- None

Related articles:

- [Redacted]
- [Redacted]
- [Redacted]



Semi-finalists selected by client



[Watch Video](#)

Passcode:



Positive attributes:

- Diverse experience in hospitality and entrepreneurship and as an attorney and City Manager
- Friendly and obvious leadership ability
- Problem solver

Possible drawbacks:

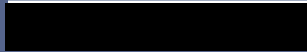
- City Manager experience in a very small town in 

Related articles:

- 
- 
- 



Semi-finalists selected by client



[Watch Video](#)

Passcode:



Positive attributes:

- Education pedigree, intelligence, and ability to communicate effectively
- Diverse experience in national intelligence, homeland security, technology, and large urban governance
- Ability to organize large teams and handle big projects

Possible drawbacks:

- Lack of experience as the overall leader of the community
- Lack of experience with council-manager government

Related articles:

-
-
-
-



Recommended candidates moving forward:

- ☐ [REDACTED]
- ☐ [REDACTED]
- ☒ [REDACTED]
- ☐ [REDACTED]
- ☐ [REDACTED]
- ☒ [REDACTED]