

Howard W. Brown, Jr., AICP, ICMA-CM

Palm Beach Gardens, FL

☎: 305-788-9647 | ✉: howardwbrownjr@gmail.com

November 18, 2025

Honorable Mayor and Members of the City Commission
City of Westlake
4001 Seminole Pratt Whitney Road
Westlake, Florida. 33470

RE: Formal Application for City Manager/Chief Administrative Officer – City of Westlake

Dear Mayor and Commissioners:

I am pleased to submit my application for the position of City Manager/Chief Administrative Officer for the City of Westlake. I am particularly drawn to this opportunity because Westlake's "government light" structure reflects the core of my management experience and professional philosophy. My background includes proven City Manager leadership in Florida, Georgia, Oklahoma, and California, where I successfully managed contract-city environments, implemented performance-based service models, and delivered high-impact results in communities of varying size, complexity, and political structure.

My experience with contract government began during my tenure as City Manager of Bell, California located in Los Angeles County area, where I restructured an entire municipal organization following a nationally known crisis. I implemented strict oversight systems, rebuilt public confidence, and modernized service delivery through a combination of private-sector contracting, intergovernmental partnerships, and performance-based accountability. This experience solidified my belief that the contract-city model—when strategically led—can produce exceptional results, strong fiscal discipline, and a high standard of service for residents.

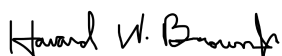
I later brought these principles to Indiantown, Florida, where I served as the Village's first permanent manager. Indiantown operated almost entirely with outsourced departments and private vendors, similar to Westlake's model since its incorporation. Under my leadership, the organization stabilized, development activity accelerated, and residents benefited from cost-efficient services supported by strong contractor performance management and cross-agency coordination. This direct experience aligns squarely with Westlake's expectations for a City Manager who understands and embraces contract operations.

The City's published job description emphasizes the need for a leader with a proven ability to secure appropriations and grants, oversee audit and financial controls, manage large-scale development, and represent the City's interests at all levels of government. These responsibilities mirror the scope of my work across multiple jurisdictions, where I have secured significant funding, modernized land-development processes, administered multi-fund budgets, and led organizations through periods of expansion, regulatory refinement, and organizational restructuring.

Westlake's vision—streamlined government, innovation, efficiency, and outstanding service delivery—is exactly the environment in which I thrive. As an ICMA-Credentialed Manager, I bring a leadership style rooted in transparency, accountability, and strategic collaboration with elected officials. I have guided organizations through accelerated growth, strengthened contract oversight mechanisms, and developed long-term strategies that balance infrastructure needs, operational capacity, and a rapidly expanding population. I would be honored to partner with the Mayor and City Commission to build upon Westlake's foundation, advance its contract-city model, secure the next wave of state and federal resources, and support a high-performing organization dedicated to exceptional service to residents.

Thank you for your consideration. I welcome the opportunity to discuss my background further and share how my experience aligns with Westlake's goals for its next City Manager.

Sincerely,



Howard W. Brown, Jr., AICP, ICMA-CM