BOARD OF COMMISSIONERS SPECIAL MEETING
TUESDAY, JUNE 24, 2025 – 1:00 PM
CITY HALL CHAMBERS
10451 GULF BLVD
TREASURE ISLAND, FL 33706

Meeting to Select Short-Term City Manager

MEETING NOTICE AND AGENDA

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

D. ITEMS OF BUSINESS

D.1 Appointment of Short Term City Manager
Howard Brown Resume
Howard Brown Cover Letter
Van Zant, Charles Cover Letter.pdf
Van Zant, Charles Resume.pdf
Brillhart, Michael Cover Letter_Resume.pdf
Brown, Taylor Resume.pdf
Brown, Taylor Cover Letter.pdf

D.2 Severance Agreement with Charles Anderson
Severance Agreement - Chuck Anderson (02843460-5).doc.pdf

E. ADJOURNMENT

For any person desiring to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based [F.S. 286.0105]. NOTE: Any transcript shall be requested and made by the individual requesting same at his or her own

expense. Therefore, a court reporter may be desired or required accordingly.

Any person with a disability who needs any accommodation in order to participate in this proceeding is entitled to assistance at no cost. Please contact the Office of the City Clerk in writing at 10451 Gulf Boulevard, Treasure Island, FL, 33706 or by phone at (727) 547-4575 at least two working days prior to the meeting to advise what assistance is needed.

AGENDA ITEM NO. D.1

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE: June 24, 2025

SUBMITTED BY: Jessica Zamora, Human Resources

ITEM TYPE: For Consideration and Discussion

AGENDA SECTION: ITEMS OF BUSINESS

SUBJECT: Appointment of Short Term City Manager

BACKGROUND: At the May 6, 2025, Regular Commission Meeting, the Commission voted 3-2 to place City Manager Chuck Anderson on administrative leave pending the termination of the contract with the City and to appoint Fire Chief William Barrs to serve as Acting City Manager. A severance agreement for Mr. Anderson is expected to be executed when the Commission appoints a new City Manager. Chief Barrs has submitted his resignation as Acting City Manager, effective July 1, 2025.

The Commission requested all candidates have City Manager Experience, Coastal Community and/or Florida experience, and be ICMA credentialed, or consider other candidates as they chose.

On June 17, 2025, the Commission gave staff direction to set up interviews with Charles Van Zant, Howard Brown, Michael Brillhart, and Taylor Brown and to schedule a Special Meeting on June 24, 2025, at 1 p.m. to select a candidate for the position.

POLICY/PURPOSE: Section 4.01 of the City of Treasure Island's Charter requires there "be a city manager who shall be the chief administrative officer of the city. The manager shall be responsible to the commission for the administration of all city affairs placed in his charge by or under this Charter."

STRATEGIC PLAN RELEVANCE: .

ANALYSIS/DISCUSSION: The City Commission agreed to select a candidate and a member of the Commission to negotiate salary and other contractual agreements. A contract and Resolution will be brought back to the July 1, 2025, Regular Meeting for a final vote.

FUNDING: TBD

MOTION: I move to select (insert candidate name) to serve as City Manager, pending contract approval and resolution of appointment to be considered at the July 1, 2025, Regular Meeting, and select (name of Commission member) to lead salary negotiations and other contractual agreements.

ATTACHMENTS:

Howard Brown Resume
Howard Brown Cover Letter
Van Zant, Charles Cover Letter.pdf
Van Zant, Charles Resume.pdf
Brillhart, Michael Cover Letter_Resume.pdf
Brown, Taylor Resume.pdf
Brown, Taylor Cover Letter.pdf

HOWARD W. BROWN, JR., ICMA-CM

Howardwbrownjr@gmail.com

West Palm Beach, FL 33412 ☎ 561-318-0046 https://www.linkedin.com/in/howardwbrownjr/

CITY MANAGER & CHIEF ADMINISTRATIVE OFFICER

A visionary leader with 25+ years of experience in both municipal government and the private sector. Proficient in planning, organizing, directing, coordinating, and evaluating results of day-to-day municipal operations focused on implementing policy directives by working independently and coordinating with various departments, agencies, and the public within the city. Adept at negotiations, community development, project management, and financial and budget knowledge to accomplish a vision.

Leadership Budgeting and Financial Management Strategic Planning Development Program Implementation Communication Contract Negotiation Municipal Management

CAREER HISTORY

CEO and Founder of Local Government Consulting Group, LLC ***October 1, 2018 – Present***

Incorporated in October 1, 2018, Local Government Consulting Group is a local government consulting firm that specializes in providing specialized services in the Office of the City Manager, Community Development, and Community Redevelopment Agency (CRA)

Interim Town Manager, Town of Century, FL (December 2023 to Present)

- Provide part-time Interim Town Manager Services
- Oversee and serve as Chief Advisor to the Community Redevelopment Agency

Interim City Manager, City of East Point, GA (February 2024 to October 2024)

- Provided full-time City Manager Services
- Oversaw and served as Chief Advisor to the Tax Allocation District (TAD)

Senior Advisor (Sub-Consultant), Miami Dade County, FL (January 2024 to Present)

- Provide consulting services as a sub consultant for MHCP Colab. Serves as Senior Advisor to two (2) CRAs: NW 79th Street and NW 7th Avenue Community *Redevelopment Agencies*
- Provide Economic Development Advisory services to two of the largest redevelopment agencies in Florida

Planning Consultant: *past experiences as a Planning Consultant on short term projects for the following cities: City of North Miami, City of Miami Gardens, and City of South Fulton, GA (January 2023 - December 2023)*

Village Manager, Village of Indiantown, FL ***January 2019 – January 2023***

Incorporated in December 31, 2017, the Village of Indiantown is unique, being the 413th municipality incorporated in South Florida.

- **Negotiated a multimillion-dollar** interlocal agreement with Martin County saving the residents of the Village approximately $1.5MM as a result of an interlocal agreement for Fire Rescue Services**.**
- **Created and implemented a 5-year Strategic Action Plan** together with the initial Village Council; we hit the ground running, achieving it within 3-years. Accomplished all goals within 3 year period
- **Negotiated and purchased a private Water and Sewer Plant for $8.5MM,** subsequently satisfying 80% of the loan to purchase the asset forgiven; Negotiated a 0% interest rate over a 30-year term.

City Manager, City of Bell ***January 2016 – October 2018***

The City of Bell, CA, is an incorporated city in Los Angeles County, California. $32MM in annual operating and capital budgets, and 150+ employees serving a daytime population of 50,000+.

- **Led the City through its first-ever recodification** of all city codes of ordinances, including retaining a consultant to conduct a charter review for Council Consideration. Led to several charter amendments that were approved by voters in the election.
- **Prepared a balanced budget,** successfully adopted by the Mayor and Council two years in a row despite declining property, sales taxes, and rising pension costs.
- **Organized several neighborhood groups, including Neighborhood Watch,** and met regularly with the community to develop a Strategic Plan focused on public safety

City Manager , City of Muskogee, Oklahoma ***January 2014 – January 2016***

The City of Muskogee is an incorporated city located in the Tulsa, Oklahoma, metropolitan area.

- **Oversaw day-to-day operations of all city departments** while managing a $61MM operating and capital budget and 600+ employees serving a daytime population of more than 50,000.
- **Partnered** with Muskogee County, Oklahoma and facilitated a land swap with the County that produced the development of a multimillion dollar juvenile detention center and more than a million square feet of commercial development that included national big box retailers, restaurants and other personal service establishments.
- Oversaw the development of three fairly large capital projects involving a multi-use community center with flex space, runway improvements which included airport building improvements and a gateway and way fining signage project.
- **Collaborated with the Mayor and City Council to develop** an employee compensation plan and labor relations strategy for three collective bargaining agreements: Police, Fire Services, and non-uniformed employees.
- **Wrote the Muskogee 2020 Strategic Plan,** adopted by the Mayor and City Council.

City of Opa-Locka, FL ***January 2010– January 2014***

The City of Opa-Locka, FL, is an incorporated city in Miami-Dade County, FL.

ACTING ASSISTANT CITY MANAGER (2013-2014)

- **Led the reorganization of the Building Services Division** to reduce the budget deficit by 25% and created the city's first Certificate of Use program, generating $1MM per annum.
- **Directly supervised and managed** Police, Human Resources, IT, Finance, Public Works, Parks and Recreation, Planning and Community Development, Code Enforcement, and Building and Licensing Departments. Supported the City Manager in overseeing the departments.

DIRECTOR, PLANNING AND COMMUNITY DEVELOPMENT (2010- 2013)

- **Prepared the city's first Annexation Plan** based on the Miami-Dade County Code and the State of Florida Annexation law.
- **Managed/directed all Community Development Block Grant (CDBG)** funding, including project management/grant proposal writing.
- **Received 1.2 million dollar Community Challenge Planning Grant –** from the United States Housing and Urban Development Department. Only two cities within the state of Florida was awarded.

Director, Planning and Development Services, City Of Albany, GA ***October 2007– July 2010***

Neighborhood Improvement Manager, City of Lilburn, GA ***September 2002 – October 2007***

Chief of Code Enforcement, City of Lauderdale Lakes, FL ***June 2000 – September 2002***

EDUCATION

Harvard University, Cambridge, Massachusetts (2022)
Certificate, Program for State and Local Government Executives

University of West Florida, Pensacola, Florida (1995)
Master of Public Administration

Florida State University, Tallahassee, Florida (1993)
Bachelor of Science in Criminology

CERTIFICATION & PROFESSIONAL DEVELOPMENT

Credentialed Manager, International City Manager's Association (ICMA)
Certified Urban Planner, American Institute of Certified Planners (AICP) - Certification No. 24680
National Incident Management Systems (NIMS) Certifications: ICS 100, 200, 300, 400, 700 & 800

GOVERNMENTAL MEMBERSHIPS

International City/County Management Association (ICMA), Full Member
Florida City and County Management Association (FCCMA), Full Member
American Institute of Certified Planners (AICP), Full Member
American Planning Association (APA), Full Member

VOLUNTEER ACTIVITIES & CIVIC CONTRIBUTIONS

Habitat for Humanity, Albany, GA
Boy Scouts of America, Tulsa, OK and Indiantown, FL
International Rotary Club of America, Rotarian, Tulsa, Ok, and Albany, GA

HONORS – AWARDS – PROFESSIONAL RECOGNITION

National Defense Service Medal – Persian Gulf War, United States Army
Humanitarian Service Medal - Hurricane Andrew Disaster Relief, United States Army
40 under 40 – most influential persons - Albany Herald, Albany, GA

Howard W. Brown, Jr., ICMA-CM

West Palm Beach, FL

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

May 9, 2025

Mayor and City Commission
City of Treasure Island
120 108th Avenue
Treasure Island, FL 33706

RE: Application for Interim City Manager

Dear Mayor and Commissioners:

I am writing to express my interest in serving as the Temporary City Manager for the City of Treasure Island. As a Credentialed City Manager and AICP-certified Urban Planner with a national portfolio of municipal leadership—including deep experience across Florida's coastal communities—I bring a proven, steady hand to government, emergency management, and community engagement during times of transition.

Born and raised in Pensacola, I have a personal and professional understanding of Florida's coastal environments. Over the course of my career, I have served as City Manager in communities across Florida, Georgia, California, and Oklahoma—consistently called upon to lead cities through periods of growth, recovery, and reform. In Florida, I have served as Village Manager for Indiantown, Interim Town Manager for Century, and as a consultant to multiple coastal municipalities. I have also served as Planning Director in three communities in Florida and Georgia, providing a well-rounded grasp of local government planning, development, and operations.

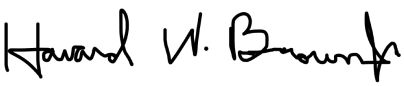
Emergency management has been a central focus throughout my career. I have overseen hurricane preparedness and response operations, managed post-disaster recovery efforts, and led federally funded mitigation and infrastructure projects. I understand the unique needs and pressures facing barrier island communities and bring a readiness to coordinate with federal, state, and regional partners on emergency planning and coastal resilience.

I hold a Master of Public Administration and completed the Harvard Executive Leadership Program for Senior Executives in State and Local Government. I am a strong believer in transparent government, fiscal responsibility, and empowering teams to deliver exceptional service. My ability to develop balanced budgets, manage capital plans, and support elected leadership has earned me trust across jurisdictions.

In addition to my professional qualifications, I have family ties to Pinellas County through my in-laws, which further connects me to the people and communities of the area. I would be honored to contribute to the stewardship of Treasure Island during this important period.

Thank you for considering my application. I am available to begin immediately and would welcome the opportunity to serve.

Sincerely,



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

June 12, 2025

Dear Mayor Doctor and Commissioners,

I am excited to submit a letter of interest for consideration as the next city manager in Treasure Island. I currently serve as the City Manager in my hometown of Keystone Heights, FL. During the short time in this position, working with a great team we have made great improvements in every area the city council directed me to target. I am an experienced leader with over 32 years of service in the US Army, from 1989 to 2022. Most relevant to Treasure Island, I have decades of experience leading hurricane relief efforts, incorporating risk mitigation prior to the storm.

Ensuring a financially stable city government and thriving local business climate will be another top priority for me as your city manager. I will work diligently to pursue additional funding sources, to secure the city council's financial priorities. My work to secure additional funding for STEM education resulted in an additional $7.5 million for Clay County in partnership with the Department of Defense. I have worked diligently with my legislative delegation for years, and understand how to advocate at the county, state and federal levels.

As a former superintendent of schools, I have a track record of improving student achievement across a complex and diverse school district. As a leader I have exhibited effective decision making and the ability to build positive and trusting relationships with stakeholders. As Superintendent of Clay County Schools, I worked to expand CTE programs across the district. Student enrollment in our CTE programs increased among all student subgroups leading to higher attendance rates and an increase in graduation rates of 10 percent, exceeding the national average for the first time in Clay County history.

Relationships matter and as your city manager, I will be visible and active within the community, meeting with stakeholder groups to listen and learn how to best serve this city. I have demonstrated an ability to foster an open environment and improve academic results in the Clay County school district, while consistently demonstrating a high degree of integrity to navigate a complex political and social environment.

In closing, I have faithfully served the U.S. Army for over three decades and will apply the same leadership values to your city as I have for my county, state, and country. I look forward to the possibility of sharing with you how I can best work alongside each of you to best serve the citizens of Treasure Island and learn more about your key priorities. It would be an honor to serve as your next City Manager.

Sincerely,



Charlie Van Zant

CHARLIE VAN ZANT

Keystone Heights, FL 32656 | (352) 682-1726 | charlievanzant66@gmail.com

"Strong core values, a clear vision, and an unwavering mission focus"

HIGHLIGHTS OF SKILLS & EXPERIENCES

- Leading the largest employer in Clay County – collaborating with, training, and motivating 5,000 team members, 37,000 students and their parents.
- Advocating for students in the FL Legislature for 20 years, resulting in over 1 million dollars in additional funding.
- Working collaboratively with city, county, state, and federal officials on numerous initiatives to improve teaching and learning, resulting in a 10% gain in high school graduation rate.
- Developed Florida Youth Challenge Academy at Camp Blanding. Key partners included FL Dept. of Education, Dept. of Juvenile Justice, Clay County School District, Dept. of Children and Families, and Dept. of Military Affairs.
- Established and implemented extensive cost saving and efficiency improvement initiatives.
- Identifying and quantifying opportunities for process improvement, defining goals, proposing solutions, and supporting active projects to implement desired improvements.

PROFESSIONAL EDUCATION EXPERIENCE

City Manager, Keystone Heights FL 2024 – present

City Manager, in Manager form of Government in a Florida municipality.
Provide visionary leadership and strategic direction to oversee the daily operations and long-term planning initiatives of Keystone Heights, FL. Direct fiscal planning, budget development, and financial management. Lead a highly motivated workforce, fostering a culture of inclusivity, and professional development. Formulate and implement policies in alignment with city council directives and community needs, fostering transparency and accountability in decision-making processes. Lead interagency coordination, community engagement, infrastructure development, emergency management. Provide intergovernmental liaison expertise with county, state and federal officials.

- Provided a budget surplus and increased efficiency with measurable results.
- Lead a Strategic planning effort which was unanimously adopted.
- Leading multiple Capital improvement projects.
- Hired entire City Hall staff in first year, improved morale, with a people first focus.
- Lauded for improved customer service improvement by city council and citizens.

CLAY COUNTY SCHOOL DISTRICT, Green Cove Springs, FL 1998 – 2016

Superintendent of Schools (2012 – 2016)
Personally responsible for leading and training all administrators to be Servant Leaders. Responsible for oversight of all K-12, virtual education, and adult learning academic programs for 37,000 students. Provided leadership and collaboration with schools and departments to foster student-focused and results-oriented environment for all instructional programs, including basic education PreK-12, virtual education, exceptional student education, adult and community education and charter schools.

-continued-

- Lobbied Florida Legislature for increased funding to Develop 14 new academies gaining $1M for these newly created academies as a result of increased industry certifications.
- Planned and executed $400M budget with oversight of 5,000 school district employees.
- Generated $15M in grants from Federal and State sources to enhance STEM opportunities
- Supervised district transportation department, consisting of 200 buses, transporting 17,000 students daily.
- Closely interfaced with County and other transportation planners for safe and efficient bus routes and ensured maximum operational readiness of all transportation vehicles.
- Introduced robotics educational opportunities and established 39 Robotics Clubs in Clay County Schools.
- Boosted graduation rate by 10%, increased industry certifications by 83%, doubled amount of business partnerships, and balanced the budget.
- Saved nearly $1M by eliminating top tier positions, enabling school district to provide teachers a raise.
- Successfully secured internships in various fields of studies/professions and vocations for students as a direct result of establishing partnerships with several area businesses.

School Board Member 1998 – 2012

- Final approval on budget and policy decisions for a district with rapid growth over 14 years.
- Oversaw design and construction of 14 new schools and managed redistricting through successful collaboration with state, county and city agencies.

METEOR EDUCATION, Gainesville, FL 2017 - 2019

Executive Director of Business Development
Full accountability for directing strategic sales planning, expansion, business development, bid preparation, and relationship establishment/management functions. Analyze company goals and data and utilize results to establish short and long-term plans and budgets.

- Instrumental in increasing company's revenues by establishing and cultivating key relationships within Florida market; currently led company expansion into Alabama and Georgia markets.
- Improved operational efficiency by conceptualizing, planning, and developing Standard Operational Procedures for $100M nationwide education company.

CORE COMPETENCIES

Human Resources Operations • Organizational Leadership • Personnel Development/Leadership • Employee Engagement • Strategic Planning • Change Management • Risk Analysis • Multi-Million Dollar Budgetary Oversight • Complex Problem Solving • Cross-Functional Team Leadership • Cost Savings • Productivity Improvement • Program Development • Policy and Implementation Leadership and Teambuilding • Relationship/Partnership Development

MILITARY SERVICE EXPERIENCE

UNITED STATES ARMY, FL NATIONAL GUARD 1989 – 2022

U.S. Army Forces Command (FORSCOM), Fort Bragg, NC 2020 – 2022

HR Officer in charge of Policy, Personnel, and Programs (P3)
Responsible for core HR functions for U.S Army largest Combatant Command consisting of over 725K active and reserve component Soldiers. This includes enlisted and officer strength management, active and reserve readiness management, casualty operations, personnel operations, personnel policy, and

-continued-

the FORSCOM Personnel Services Assessment and Training Team. Develop policy, procedures, and implementing guidelines to ensure all essential personnel services are executed to standard. Provide oversight for retention management, evaluations, military bands, and voting assistance.

- Restructured of Reserve Component Management Team to create greater efficiency.
- Provided key advice to improve Reserve and National Guard HR Issues across the spectrum.
- Mentored junior HR Officers in how to better prepare units for combat from HR perspective.

Joint Force Headquarters FLARNG, ST Augustine, FL *2018 – 2020*

Government Relations Liaison Officer

Serves on special assignment to the Assistant Adjutant General for Plans and Training (ATAG-TIP). Plans, organizes, staffs, directs, and all activities of ATAG-TIP in relation to Federal, State and Local elected officials. Operates in a legislative liaison role. Coordinates and synthesizes information flow for ATAG in the aforementioned areas. Makes technical and executive decisions for the ATAG-TIP in all areas of functional responsibility. Represents the ATAG-TIP at meetings, conferences, official functions, and community events on his behalf.

- Spearheaded efforts to increase Soldiers education benefits with great success
- Coordinated with Federal, State and Local officials to relocate National Guard units and expand relationship with Keystone Airport.

Deputy Commander, Camp Blanding Joint Training Center, Starke, FL 2016 – 2018

- Personally lead Officer / Leader Professional Development.
- Coordinated with Federal, State and Local officials to increase visibility of Camp Blanding events, functions, and contributions to community. Served as Liaison to elected officials.
- Coordinate strategic plans for Florida's premiere training installation and manage human resources, engineering, public works, IT, and logistics.

Airfield Commander, Camp Blanding Joint Training Center, Starke, FL 2011 – 2016

- Revised installation crash rescue (MEDEVAC) plan and closely partnered with local government agencies and area hospitals to refine accurate, timely patient care.
- Led strategic redesign effort and devised plan to collocate Army Air Traffic Control unit into civilian airport, in close collaboration with FAA, state, and local government entities.

Aviation Operations, Special Operations Task Force, Bagram Airfield, Afghanistan 2010 – 2011

- Coordinated, planned and developed air movements, attack, MEDEVAC, and logistical support for over 500 Special Forces personnel deployed to Operation Enduring Freedom.
- Successfully oversaw and coordinated 50+ lifesaving MEDEVAC missions plus close combat attack support for SF Troops under extremely high stress situations in enemy territory.

Previous positions with US Army:

Human Resources Supervisor, Camp Blanding Joint Training Center, Starke, FL	2009 – 2010
Human Resources Officer, Mobilization Cell, St. Augustine, FL	2008 – 2009
Human Resources Officer, & Mission Pilot, Udairi Army Airfield, Kuwait / Iraq	2006 – 2007
Human Resources Officer, & Pilot, Cecil Filed, Jacksonville, FL	2004 – 2006

EDUCATION | CERTIFICATIONS

Master of Arts in Organizational Leadership - Regent University
Bachelor of Arts in Political Science - University of Florida
ICMA credentialed manager - Eligible in January 2026
Certificate / CEO Leadership Development - FL School Superintendents Certification
Commercial Pilot License with Instrument Rating – FAA

MILITARY SERVICE RECOGNITION AWARDS

Legion of Merit, Bronze Star Medal, Meritorious Service Medal, Air Medals, Army Commendation Medal w/ 1OLC, Army Achievement Medal, Army Reserve Component Achievement Medal, National Defense Service Medal, Operation Enduring Freedom Medal (Afghanistan), Operation Iraqi Freedom Medal, Global War on Terror Expeditionary Medal, Global War on Terror Service Medal, Overseas Service Medal, NATO Medal, Armed Forces Reserve Medal

PROFESSIONAL AFFILIATIONS | COMMUNITY INVOLVEMENT

ICMA | FCCMA | FLC |Member Keystone Airport Board | Charter Review Committee 2022 | Charmain Keystone Centennial Committee | Chairman of Deacons | Football Coach at Trinity Baptist Church | Advisory Board Member Haven Hospice |Aircraft Owners and Pilots Association (AOPA) | FL National Guard Strategic Plans Team | Member Army Aviation Association, National Guard Officers Association

-continued-

MICHAEL L. BRILLHART

Apalachicola, Florida ***772.643.4874*** ***michael.brillhart6@gmail.com***

June 12, 2025

Jessica Zamora, Human Resources Director
The City of Treasure Island
10451 Gulf Boulevard
Treasure Island, FL 33706

Dear Ms. Zamora:

This letter of interest and resume are being submitted in consideration of the Interim City Manager recruitment being conducted for the City of Treasure Island. My background in local government management will provide the leadership to successfully direct organizational resources in support of the City Commission, staff, and residents.

My management skills include policy development and implementation; infrastructure management; utilities; county budgeting and finance, public safety; economic development; and intergovernmental relations. My experience includes strategic planning, advancing economic vibrancy, and directing long term fiscal sustainability.

With experience and success in serving as an interim public manager in coastal communities, I will be dedicated to advancing city projects and directing departmental operations during this management transition. In addition, I will be active in communicating with the City Commission and community.

Accordingly, I have enclosed my resume for your review. Thank you for your consideration of my interest and qualifications.

Sincerely,

Michael L. Brillhart

Michael L. Brillhart

MICHAEL L. BRILLHART

PROFILE

Experienced senior level manager with success in operations, human resources, communication, network utilization, policy development, intergovernmental relations, and service delivery.

SKILLS

- Organizational leadership
- Public & media relations proficiency
- Responsive personnel management
- Efficient workflow

PROFESSIONAL EXPERIENCE

Consultant & Interim City Manager 2024 to present
Apalachicola, FL
Provide local government consulting service to jurisdictions in Ohio and Florida including economic/community development, grants writing, legislative requests, and technical analysis.
Key Achievements:

- Currently serving as Interim City Manager of Apalachicola, FL
- Consulted and received economic development grants for communities in Ohio
- Served as Interim City Manager of the City of Crescent City, FL

City Administrator *2021 – 2024*
CITY OF WAPAKONETA, Wapakoneta**,** OH
Directed public safety and comprehensive municipal services with responsibilities in overseeing police/fire/EMS, personnel, grants, public works, media relations, intergovernmental coordination, a $110 million annual appropriations budget, water/sewer/electric utility operations.
Key Achievements

- Coordinated the construction of new water & wastewater facilities in excess of $100 million
- Managed the 5-Year Capital Improvement Program and infrastructure projects
- Directed collective bargaining agreements and labor relations

Village Administrator *2018 – 2021*
VILLAGE OF NORTH BALTIMORE, North Baltimore, OH
Administer operations and services for the Village Council. Responsibilities in staff supervision, public works, utilities, public safety, planning and zoning, grant writing, intergovernmental relations, agenda preparation, capital planning, and customer service.
Key Achievements

- Implemented the North Main Street reconstruction project in excess of $1.5 million
- Acquired over $3 million in state capital grant assistance for critical infrastructure projects
- Directed regional Township bulk water/sewer and development agreements

County Manager *2016 – 2017*
CAMDEN COUNTY, Camden, NC
Managed operations, services, staff activities, and affairs for the Board of County Commissioners and consolidated jurisdiction with responsibilities in budget development, human resources, grant writing, finance, intergovernmental relations, and agenda preparation.
Key Achievements

- Provided FEMA coordination to property owners affected by Hurricane Matthew
- Served as Budget Manager and prepared a cost saving budget of $25 million
- Directed the planning design for a $3.5 million “RO” wastewater treatment plant

County Administrator *2013 – 2016*
BARNSTABLE COUNTY, Barnstable, MA (Cape Cod)
Directed operations, services, and affairs for the Board of County Commissioners and the countywide population of 215,000 with duties including budget & finance, human resources, intergovernmental relations, meeting agenda preparation, and regional infrastructure planning.
Key Achievements

- Directed 14 departments, 450 personnel, and general appropriations of $80 million
- Coordinated intergovernmental relations during three major storm events
- Directed personnel activities including collective bargaining preparing a Succession Plan

County Business Manager *2004 – 2013*
ST. LUCIE COUNTY, Fort Pierce, FL
Directed business growth, economic development functions, and legislative affairs for the Board of County Commissioners serving a population of 300,000. Responsibilities in job creation, legislative requests, grants management, intergovernmental relations, staff supervision, and strategic planning. Served as interim Growth Management and MPO Director.
Key Achievements

- Managed staff in the acquisition of over $100 million in grants and legislative requests
- Acquired $9 million in FHWA monies to assist in the new Crosstown Parkway project
- Coordinated the award-winning *Towns, Villages and the Countryside (TVC)* Plan

Chief Administrative Officer *1995 – 2004*
MLB PLANNING CONSULTANTS, Orlando and Clearwater, FL
Administered planning, economic development, strategic planning, site plan development, zoning, and local government support services to public sector entities and private sector clients.
Key Achievements

- Prepared several PUD site plans in Florida, Ohio, Illinois, and South Carolina
- Created a small collector roadway growth corridor plan for Hillsborough County
- Served as interim city administrator for Paris, IL and Pekin County, IL interim administrator

Concurrency Review Manager *1987 – 1995*
PINELLAS COUNTY, Clearwater, FL
Coordinated concurrency management and site plan review for unincorporated Pinellas County. With additional responsibilities in writing grants, preparing technical analysis reports, developing stormwater and minor roadway systems, and presenting at community meetings.
Key Achievements

- Developed media and marketing materials for the Penny for Pinellas sales tax referendum
- Prepared and managed capital and planning grants in excess of $30 million
- Coordinated capital project funding and impact fee collaboration with 23 municipalities

EDUCATION

Master of Public Administration	University of South Florida - Tampa, FL
Bachelor of Science – Urban Administration	University of Cincinnati - Cincinnati, OH

AFFILIATIONS

International City/County Management Association	Florida League of Cities
National Association of County Officials	Ohio Municipal League

Taylor Troth Brown

513 N. Orange Street, Perry, FL 32347

Mobile: (850) 295-4052 Email: TaylorBrown@hotmail.com

SUMMARY

Over two decades of professional governmental experience at the federal, state, and local levels, with specialized training and expertise in the following fundamental managerial skill areas:

* Economic Development	* Financial Budgeting	* Urban Redevelopment
* Grant Writing & Administration	* Customer Service	* Strategic Planning
* Intergovernmental Relations	* Team Building	* Problem Solving
* Interpersonal Communication	* Negotiation	* Succession Planning

A visionary leader dedicated to continual improvement through collaboration and innovation, with a track record of outstanding fiscally-conservative financial management. Motivated by a genuine commitment to improving lives through public service; believes that a healthy community is one that strives to balance the competing needs of all its members, while simultaneously being a responsible steward of its divine natural environment.

RELEVANT LOCAL GOVERNMENT EXPERIENCE

Executive Director, Taylor County Development Authority, Perry, Florida 2023-2024

On August 30, 2023, major Hurricane Idalia made landfall near Keaton Beach in Taylor County, Florida with maximum sustained winds of 125mph, devastating the entire County, including its county seat of Perry, before moving its way deeper into the surrounding counties of north Florida and south Georgia.

Three weeks later, on September 18, 2023, Taylor County's largest employer, Georgia Pacific announced that it was permanently closing its Foley Cellulose mill in Perry. This action would result in the loss of 525 direct jobs at the mill and approximately 1,500 additional related jobs locally. The Foley mill property represents 28% of Taylor County's entire property tax base.

The following morning, September 19, 2023, the Board of Directors of the Taylor County Development Authority (Economic Development Agency) held an emergency meeting during which I was asked to accept a new role as Executive Director of the Authority in order to help lead the community's initial response to these two devastating events. I agreed to serve in this capacity, at least in the short term, in order to help stabilize the community and the organization.

City Manager, City of Perry, Florida 2018-2023
Pop: 7,067 ***Consumer Base:*** 26,283+ ***Budget:*** $13M ***Employees:*** 85+ ***Size:*** 9.3 sq. miles

Well known as the Tree Capital of the South, Perry is located in Taylor County, within the Big Bend region of North Florida. Taylor County (pop 22,277) is characterized by having a large land mass, most of which is either wildlife preserves or forested, together with a long unspoiled natural coastline on the Gulf of Mexico. The City of Perry is the only incorporated municipality within Taylor County, and serves as the County's seat of government as well as the primary center for education, healthcare, transportation, commerce and industry.

Although located in a rural region, Perry is very much a manufacturing city. Anchored by Georgia Pacific's Cellulose plant, the City serves as a hub for the forestry industry and the manufacturing of its related products. SuperPufft Snacks USA, headquartered in Perry, produces snack foods for retailers and national brands and has in recent years grown to be a major employer in the area. Defense contracting, metal fabrication, asphalt production and boat building are also among the mix of manufacturers operating locally.

Duties and Responsibilities as City Manager:

- Chief Executive Officer of a municipal government with 85+ employees and a $13 million budget. Overall accountability for the following functional areas: Administration, Finance, Human Resources, Community Development, Police, Code Enforcement, Fire Rescue, and Public Works including: Water & Wastewater Utility, Storm Water, Natural Gas, Sanitation, Streets, Parks & Recreation, Community Center & Cemetery.
- Preparation and implementation of the annual operating and capital improvement budgets for the General Fund, Utilities Enterprise Funds, and Community Redevelopment Fund.
- Serve as Community Development Director, Zoning Administrator, Floodplain Manager, and Public Information Officer (PIO).

Significant Achievements:

- New development of a 344-unit apartment project. This is the largest housing development in Taylor County history and the first large-scale multi-family housing development built in over 30 years, aimed to solve an acute workforce housing shortage.
- Construction of a new state of the art $14M municipal wastewater treatment plant.
- Other new developments including two medical centers, two banks, several restaurants, a hotel, a veterinary clinic, an elementary school, a community college and an assisted living facility to name just a few.
- Regained membership in the Florida League of Cities, thus allowing the city to join the Florida Municipal Insurance Trust (FMIT), which immediately saved the city nearly $100,000 annually in insurance premiums.
- Partnered with the Florida Gas Utility to institute a natural gas industrial user agreement which added approximately $150,000 in new annual revenues for the next 30 years.
- Extended natural gas service lines to the Anderson Columbia asphalt plant, thereby adding a new large industrial customer and increasing gas utility revenues accordingly.
- Worked to support the start-up and extensive expansion of the Super-Pufft snack food factory, essentially doubling the manufacturing capacity of the plant, adding millions to the local property tax base and creating over 300 new jobs.
- Facilitated rezoning to allow the former Kmart building to be converted into an industrial warehouse and distribution center.
- Helped lead the community through the first world-wide pandemic in over a century.
- Re-development of severely dilapidated historical buildings on courthouse square.
- Developed a set of City Values to help guide local policy and decision making.
- Conducted a thorough review of existing ordinances, including updates, additions and purge of obsolete laws culminating in a total re-codification of the Code of Ordinances.

- Leased city-owned industrial property, generating $80,000 in value-added renovations to the existing industrial buildings on site, creating monthly rent revenues and preserving underlying site/property as a prime site for future industrial economic development.
- Purchased electronic mapping software and GPS equipment to build a database and related maps of all city infrastructure, especially related to utilities. This made it possible to inventory the infrastructure, understand where it is located, determine its current condition, predict its expected lifespan and calculate when it will need to be replaced and at what approximate cost. This database enables informed decision-making when planning how future capital expenditures should be made most efficiently.
- Planned and budgeted for the purchase of an Enterprise Resource Planning (ERP) system to replace the antiquated IT system and integrate various new software systems together.
- Instituted flexible work schedules for most staff member positions to increase efficiency, customer service levels, staff morale and retention.
- Overhauled approach to inmate labor, entered into new agreement with FDOC, allowing city staff members to be trained to supervise inmate work squads, saving city money. This change doubled the number of inmate squads, which has allowed for much better service for grounds maintenance at parks, cemetery and roadway right-of-ways.
- Developed a water facilities management/maintenance plan with Florida Rural Water.
- Implemented new garbage trucks able to be operated by a single worker instead of three.
- Established online bill payment option for city utility customers.
- Worked with FDOT for complete repaving of US Highways 19 & 98, including upgrades to the underground stormwater management system and replacement of all railroad tracks and crossings on the main rail line throughout the city.
- Several dilapidated structures demolished and sites cleaned, including multiple private residential houses, two gas stations and even some old city-owned structures.
- Six different brownfield sites identified, tested and remediated.

City Manager, City of Mary Esther, Florida **2016-2017**
Pop: 4,289 ***Consumer Base:*** 27,585+ ***Budget:*** $6M ***Employees:*** 45+ ***Size:*** 1.5 sq. miles

Historically a recreational waterfront community, Mary Esther is situated along the Gulf of Mexico Coastline in Okaloosa County (pop 201,170), within Northwest Florida's panhandle region and is in the Central Time Zone.

The City of Mary Esther plays host to Hurlburt Field, a military installation of the United States Air Force and home to Headquarters Air Force Special Operations Command (AFSOC), the 1st Special Operations Wing (1 SOW), the USAF Special Operations School (USAFSOS) and the Air Combat Command's (ACC) 505th Command and Control Wing. The installation is nearly 6,700 acres in size and employs 8,751 military personnel. Additionally, the base employs 1,813 civilian personnel, 3,472 private contractors, and houses 9,260 military family members. Together the total impact of the military installation's daily population is 23,296 and when added to the City's residential population, the resulting 27,585 people provides a healthy consumer base for Mary Esther's disproportionally large commercial district.

The City of Mary Esther is adjacent to the City of Fort Walton Beach and the two municipalities share many ties. Fort Walton Beach's Industrial Park is located along its border with Mary Esther, and the Santa Rosa Mall is located on the Mary Esther side of that same border, with both facilities serving the entire region.

Duties and Responsibilities as City Manager:

- Chief Executive Officer of a municipal government with 45+ employees and a $6 million budget. Overall accountability for the following functional areas: Administration, Finance, Human Resources, Information Technology, Planning & Zoning, Police, Library, Code Enforcement, Fire Rescue, and Public Works including: Water & Wastewater Utility, Storm Water, Sanitation, Streets, Parks, Landscaping & Cemetery.
- Preparation and implementation of the annual operating and capital improvement budgets for the General Fund and Utilities Enterprise Fund.
- Serve as Land Development Administrator, Zoning Administrator, and Floodplain Manager, and Public Information Officer (PIO).
- Intergovernmental relations with U.S. Air Force representatives and other governments.

Significant Achievements:

- Navigated the hiring and orderly transition of a new Finance Director to replace the Finance Director who presented me with their letter of resignation as I walked into City Hall on the morning of my first day as City Manager.
- Proposed and presented an Annual Budget that was balanced without the need to divert capital from the City's Reserve Fund. The City had previously been unsustainably balancing its budget by drawing down reserves for approximately eight preceding years.
- Initiated update to the Capital Improvement Plan, and its inclusion in the annual budgeting process, neither of which had been done in several years.
- Oversaw the construction and opening of a new Hampton Inn Hotel, which included 91 guest rooms, conference rooms and other amenities within a four-story building.
- Negotiated an economic development proposal to construct 228 luxury apartments as an in-fill redevelopment at the Santa Rosa Mall as a catalyst to other redevelopment within this large and economically distressed commercial area.
- Completed a long needed sewer line repair which required the directional boring underneath of US Highway 98, without disrupting the 46,000 vehicles passing daily.
- Renewed lease of land on Eglin Air Force Base for the disposal of waste water effluent.
- Implemented much-needed repairs and renovations to the City's Waste Water Treatment Plant that effectively doubled its treatment capacity.
- Investigated other long-standing operational issues at the City's wastewater treatment plant, developed a plan to solve several systemic problems and to return the plant to a fully functional and financially efficient operation for the first time in many years.
- Formed a Personnel Committee consisting of staff members from all City Departments to address a long overdue update to the Personnel Manual and compensation package.

- Created a Grants Committee of four existing staff members to collaborate in the identification and pursuit of grant funding opportunities for all departments.
- Wrote and received an $18,000 grant to update the Coastal Management Element of the Comprehensive Plan to comply with current State Law.

City Manager, City of Trenton, Florida **2010-2016**
Pop: 2,089 ***Consumer Base:*** 17,199 ***Budget:*** $2.5M ***Employees:*** 25+ ***Size:*** 2.6 sq. miles

Historically a turn of the century railroad city, Trenton is located in North Central Florida in Gilchrist County (pop 17,199). Trenton serves as the Gilchrist County seat of government, and is also a hub for education, healthcare, commerce and industry. The City is part of the Alachua/Gilchrist MSA, with many ties to the greater Gainesville community located 25 miles to the east of Trenton.

Duties and Responsibilities as City Manager:

- Chief Executive Officer of a municipal government with overall accountability for the following functional areas: Administration, Finance, Human Resources, Information Technology, Planning & Zoning, Community Redevelopment Agency (CRA), Police, Code Enforcement, Fire, Public Works including: Water & Wastewater, Storm Water, Sanitation, Streets, Parks & Recreation, Landscaping, Community Center & Cemetery.
- Preparation and implementation of the annual operating and capital improvement budgets for the General Fund, Utilities Enterprise Fund, and the CRA Fund.
- Serve as Executive Director of the Community Redevelopment Agency.
- Serve as Land Development Administrator, Zoning Administrator, Floodplain Manager, and Emergency Management Liaison.
- Serve as Public Information Officer, especially during times of emergency/crisis, including appearances on television and radio, interviews with print and digital media as well as preparation of press releases.

Significant Achievements:

- Built Reserve Fund from $5,000 to $1,300,000 (=7 months operating costs), during the Great Recession with a millage rate of 3.0, without any layoffs or reductions in services.
- Economic Development efforts produced job growth equivalent to over five percent of the City's population and saw the first new building built on Main Street in decades.
- Envisioned and implemented an aesthetic theme to the City. Developed Design Guide.
- Developed McDonald's/Family Dollar combination site, only second one in the USA.
- Developed Walmart Neighborhood Market, one of the first three to be built in Florida.
- Investigated long standing operational issues at the City's wastewater treatment plant, developed a plan to solve several systemic problems and return the plant to a fully functional and financially efficient operation for the first time in many years.
- Constructed a new Water Treatment Plant using CDBG grant funds.

- Received a "perfect" (No Findings) Audit Report for FY13. This had not been achieved previously by the City in any recent history. We repeated it again for FY14.
- Repaired strained relationship between the City and Gilchrist County, then renegotiated our inter-local agreements for Animal Control and Fire Service, both in the City's favor.
- Partnered with County Administration, Sheriff's Office, County Clerk of Court, and all County Constitutional Officers to develop a centralized Public Records Storage Facility.
- Condensed over 40 years of public records in accordance with Florida State standards.
- Renovated approximately 80% of all City-owned buildings.
- Made City's first purchase of brand new vehicles in over 2 decades and paid in cash.
- Completely revamped the Trenton Police Department.
    - Moved into a newly renovated building adjacent to City Hall.
    - Replaced the entire fleet of Police Cars.
    - Upgraded the Police report writing software and enabled the use of in-car laptops.
- Launched the City's Annual Quilt Festival into its own 501c3 organization, leading to Trenton becoming the home base for the Florida Quilt Trail and Quilt Museum.
- Settled outstanding FEMA grant financial issues remaining from the 2004/05 hurricanes.
- Completely overhauled Utilities Billing system, added ability to accept online payments.
- Reduced average age of City's computer terminals from 7 years to 1.5 years.
- Recommended the City withdraw from Nature Coast Regional Water Authority.
- Suspecting malfeasance, in mid-2012, I recommended the City withdraw from North Florida Broadband Authority. Less than two years later, the Authority was defunct.
- List of Grants received for the City of Trenton:
    - 2 FRDAP grants for parks & recreation enhancements.
    - SRWMD "River" Grant for wastewater lift station rehabilitation.
    - FDEP Brownfield clean-up grant for old Colt's Gas Station.
    - 2 Community Development Block Grants ($650,000 each)
    - 3 Edward Byrne Memorial Justice Assistance Grants.
    - 5 FDLE grants for purchases of police equipment.
    - Firehouse Subs Foundation grant for vehicle extrication equipment.
    - Workforce Training grant for professional development of all staff members.

Planning Director & Zoning Administrator, Gilchrist County, Florida 2007-2010
Pop: 17,199 ***Consumer Base:*** 17,199 ***Budget:*** $369K ***Employees:*** 5+ ***Size:*** 355 sq. miles

Gilchrist County is located in the heart of the Pure Water Wilderness of North Central Florida. With the historic Suwannee River forming its entire eastern boundary and the crystal-clear waters of the Santa Fe River forming its northern boundary, Gilchrist County's 355 square miles are nestled amongst the highest concentration of natural springs in the world. These pristine natural water resources make most of Gilchrist County an environmentally sensitive area and add an additional layer of complexity to land use policy and decision making.

Duties and Responsibilities as Planning Director & Zoning Administrator:

- Administration of Planning & Development Division; staff supervision.
- Serve as County Zoning Administrator & Floodplain Manager.
- Interpret and keep current the County Comprehensive Plan & Land Development Code.
- Oversight of Development Review Process, Current & Long Range Planning.

Significant Achievements:

- Conducted an extensive public process to update the Countywide Vision, including all municipalities, School Board, Chamber of Commerce, County Planning Commission, Agricultural Extension Office, Florida Dept. of Transportation, & the Forestry Industry.
- Streamlined the Development Review permitting process from 3 months to 3 weeks for the vast majority of development applications.
- Instituted a complete overhaul of the record keeping system to store all property records according to parcel identification number rather than by action type. This allowed all information pertaining to any given parcel to be easily retrieved in a single file folder showing all actions that had been taken in respect to the parcel over its entire history.
- Enhanced the use of information technology by requiring the digitization of all records including graphics, and implemented the use of online forms and permit applications.
- Personally oversaw the development review process of several large and very controversial and environmentally-sensitive development proposals including:
    - Oak Tree Landing Airport "Fly-In" Residential/Mixed-Use Community.
        - Required a Major Comprehensive Plan Amendment creating a new land use designation of "Rural Florida Destination Village."
        - The 816 acre development included an airport & paved runway, a village center consisting of 75,000 sq. ft. of commercial space along with 75,000 sq. ft. of lodging, a church, a theatre, a fine arts school, 650 residential units, an 18-hole golf course, driving range, clubhouse, fitness and tennis center, vineyard & winery, agricultural support buildings, equestrian center & stables, and pedestrian, equestrian and golf cart trail systems.
    - Blue Springs Natural Spring Water Bottling Facility.
    - 2 Industrial Forestry Products Mulching Mills.
    - Piedmont Farms Rotational Dairy.

Planner, Arlington County, Virginia **2001-2002**
Pop: 229,302 ***Consumer Base:*** 749,000 ***Budget:*** $212K ***Employees:*** 6+ ***Size:*** 26 sq. miles

Although technically a county, Arlington functions more as the second-largest principal city of the Washington, DC metropolitan area. If it were incorporated as a municipality, its population of 229,302 would make it the fourth-largest city in the Commonwealth of Virginia. Due to the County's location along the southern banks of the Potomac River and its close proximity to downtown Washington, D.C., Arlington is headquarters to many departments and agencies of the federal government of the United States, including the Department of Defense at the Pentagon, Drug Enforcement Administration, Transportation Security Administration, and Defense Advanced Research Projects Agency among others. It is also home to the Ronald Reagan

Washington National Airport. The many federal agencies, government contractors, and related service industries contribute to Arlington's stable economy. It is the highest-income county in the United States by median family income. Arlington is also the location of national memorials and museums, including Arlington National Cemetery and its Tomb of the Unknown Solider, the Pentagon Memorial, the Iwo Jima Marine Corps War Memorial, and the Air Force Memorial.

Duties and Responsibilities as Planner:

- Intergovernmental Coordination of Redevelopment Review Process.
- Negotiation of complex land use development agreements between developers and elected officials, and coordination with various governmental staff, Federal and State agencies, U.S. Military, railroad companies, Subway Transit Authority (WMATA), utility companies, Airport Authority, neighborhood associations, homeowner associations, and special interest groups.
- Advised Elected County Board on planning and zoning policy issues as needed.

Significant Achievements:

- Participated in the comprehensive planning of the Columbia Pike Initiative, a large-scale revitalization plan of a three-mile long corridor spanning the County.
- Arlington is a recognized leader in the practice of Transit-Oriented-Development (TOD). I worked on several TOD redevelopment projects along the Rosslyn-Ballston Metro rail corridor. During this time, Arlington was awarded the National Award for Smart Growth Achievement for "Overall Excellence in Smart Growth" by the U.S. Environmental Protection Agency (EPA). The Overall Excellence Award is the highest national honor bestowed by the EPA, and this was the first time it was ever awarded.
- Participated on staff level task force considering enhanced homeland security through planning in the aftermath of the terrorist attack on the Pentagon on September 11, 2001.

Community & Economic Development Planner, Town of Warrenton, VA 1999-2001
Pop: 9,907 ***Consumer Base:*** 67,207 ***Budget:*** $449K ***Employees:*** 5+ ***Size:*** 4.5 sq. miles

Dating from the 1700's, Warrenton is an historic gem of a town located in Virginia's Piedmont region. Already steeped in American and Virginian history, its geographic location in between the Civil War capital cities of Washington and Richmond forced it to play an important role during that period of conflict. The Town is proud of its history and has gone to great lengths to both preserve and leverage it. It's entire Historic District is listed on the National Register of Historic Places. For nearly a century, Warrenton has been home to the Virginia Gold Cup Steeplechasing Classic, a countryside horse race which now draws over 50,000 spectators annually. Warrenton serves as the county seat for Fauquier County (Pop. 67,207), as well as its educational, cultural and commercial center. In modern times, the town's geographic location has again proven to be militarily strategic. Nestled as it is in the foothills of the Blue Ridge Mountains, the area is exceptionally well suited to sending and receiving radio signals across vast distances. As such, in 1951, the U.S. government established the Warrenton Training Center, a classified Central Intelligence Agency (CIA) communications and signals intelligence facility and underground relocation bunker that serves U.S. continuity of government operations

purposes, used by various federal departments and agencies, including the CIA, National Security Agency (NSA), and the Departments of Defense and State.

Duties and Responsibilities as Community & Economic Development Planner:

- Development Review.
- Project management.
- Tourism marketing (Steeplechase Horse Racing, Civil War & Heritage tours, Vineyards/Wineries, mountain adventures, hot air ballooning, fall foliage.)
- Executed grant writing and administration.
- Promoted Municipally-owned Office/Industrial Park.
- Supervised zoning inspectors, administrative and technical staff.
- Provided staff support to the Planning Commission, Architectural Review Board (Historic District), and Board of Zoning Appeals, as well as to the Town Council, as needed.

Significant Achievements:

- Supervised replacement of all sidewalks along historic Main Street with brick pavers.
- Quadrupled the size of the Warrenton Farmer's Market, through branding, logo development and marketing plan.
- Assisted in the establishment of the Mosby Museum at the historic Brentmoor Estate and secured grant funding for its preliminary site design and development.
- Participated in the conceptualization, planning and site selection for the development of the Warrenton Aquatic Recreation Facility (WARF) and a new Warrenton Police Station.
- Spearheaded building recovery efforts after the region experienced a severe outbreak of tornados and the Town endured a major hailstorm that occurred on September 24, 2001.
- Established Historic Preservation Reference Library, open to the public at Town Hall.
- Coordinated participation in a regional information kiosk program with Fairfax County.
- Implemented ability to access and complete some permitting processes via the internet.
- Completely overhauled the Town's Website.

OTHER PROFESSIONAL EXPERIENCE

Real Estate Broker, Bosshardt Realty Services, Inc., Gainesville, FL 2005-2007
Real Estate Broker, Long & Foster Realtors®, Georgetown, Washington, DC 2003-2005
Assisted clients in the buying, marketing, selling, leasing, investing, exchange and development of property in the Washington, DC and Gainesville, FL metropolitan areas.

Graduate\Research Assistant, University of Maryland, College Park, MD 1999-2000
Administration of USAID grant for U.S./Russian Urban Planning Professorial Exchange. Coordinated efforts between the World Bank, the Woodrow Wilson Center, St. Petersburg (Russia) State University & the University of Maryland's School of Architecture, Planning & Preservation.

Legislative Assistant, Arizona Legislature, House of Representatives, Phoenix, AZ 1996-1997
Served as a legislative liaison between various State government officials, lobbyists, the media and the general public. Worked as dais staff on the House Floor during Legislative Sessions.

EDUCATION

University of Maryland, College Park, MD **Master of Community Planning Program**
Completed one year of a two-year Master's program in Community Planning.

Arizona State University, Tempe, AZ **Interdisciplinary Bachelor's Degree**
Urban Planning & Communication, Magna Cum Laude Overall GPA: 3.63 Major GPA: 4.0
Regents Leadership Scholar
Elected by a population of over 55,000 students to serve as one of 22 Student Government Senators.

PROFESSIONAL AFFILIATIONS

- International City/County Management Association (ICMA)
- Florida City/County Management Association (FCCMA)
    - Serve on FCCMA's Communications/Legislative Committee
- Florida League of Cities
- North Florida Economic Development Partnership
    - Graduate of the North Florida Economic Development Academy (EDA)
- American Planning Association, Florida Chapter

Taylor Troth Brown
513 N. ORANGE STREET
PERRY, FL 32347

June 01, 2025

Treasure Island City Commission
10451 Gulf Boulevard
Treasure Island, FL 33706

Honorable Mayor and City Commissioners,

I had the honor last year to be considered as a finalist for your City Manager position. Disappointedly, I was not chosen at that time, but I understood that the choice the Commission had to make was a difficult one, as there were several excellent candidates. It was one of those times when I didn't envy the Commissioners who had to actually make the decision. At the end of the day, I genuinely wished only the best for Treasure Island's future.

Nearly a year has passed since then, and a lot has changed during that time. Treasure Island was heavily impacted by Hurricanes Debby, Helene and Milton. The City has held an election and the majority of the City Commission seats are now filled by newly elected members. City staff has also seen a significant amount of turnover, particularly with Department Directors, and most recently the City's chief administrator has been lost with the departure of the City Manager who was hired last summer. That is a tremendous amount of upheaval for one community to bear and I both sympathize and empathize with you and the amount of stress you have endured thus far.

I too have lived through a very similar series of unfortunate life events over the last year and a half. My community of Perry, within Taylor County Florida was first impacted by a direct hit from Hurricane Idalia, a strong category 4 cyclone whose path went directly over the City. Three weeks later, our largest employer, the Georgia Pacific Cellulose Mill announced it was permanently closing its Perry operations after 70 years, almost immediately putting approximately 2,000 local residents out of work and causing a downward economic spiral that continues to this day.

The following hurricane season would first deliver Hurricane Debby, which made landfall in Taylor County's coastal community of Steinhatchee. Not long thereafter, Hurricane Helene made landfall again in Taylor County, this time devastating the coastal community of Keaton Beach, which according to the Taylor County Sheriff, sustained approximate loses of 90% of all the structures along its coastline. Many of these homes were simply washed completely out to sea, leaving only concrete slab foundations where once families had lived for generations. These additional storms impacted all areas of Taylor County, including the City of Perry, and in many cases reversed the progress that had been made toward recovery from Idalia. Three hurricanes within 13 months is no picnic.

Those of us who are passionate about life along the Gulf Coast know the risks that can come with coastal living, but have made the personal choice that accepting those risks, while mitigating them as best we can, is the price we pay for living in paradise. It's seldom an easy road, but over the years and through the generations, gulf coast residents have learned how to coexist with the needs of mother nature and it has made us a very resilient population.

While the Treasure Island community is currently experiencing a great deal of turmoil and change, long term thinkers like myself also see opportunity in the aftermath of disaster. While the City government is under far more stress than it was last year, and although the City Manager's job is likely much more difficult now than it was when I originally applied, I am nonetheless undeterred from my interest in joining your community and your organization in helping to lead the community's efforts to recover and to fully prosper once again, perhaps even better than ever.

Respectfully,

Taylor Brown

AGENDA ITEM NO. D.2

Item Cover Page

BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	June 24, 2025
SUBMITTED BY:	Jessica Zamora, Human Resources
ITEM TYPE:	Resolutions
AGENDA SECTION:	ITEMS OF BUSINESS
SUBJECT:	Severance Agreement with Charles Anderson
BACKGROUND:	The Commission voted on May 6, 2025, to place the City Manager, Charles Anderson, on paid administrative leave. Mr. Anderson has agreed to resign from the City effective June 30, 2025, and, per his contract terms, has executed the attached severance agreement.
POLICY/PURPOSE:	N/A
STRATEGIC PLAN RELEVANCE:	N/A
ANALYSIS/DISCUSSION:	N/A
FUNDING:	N/A
MOTION:	I move to authorize the Mayor to execute the severance agreement with Chuck Anderson.

ATTACHMENTS:
Severance Agreement - Chuck Anderson (02843460-5).doc.pdf

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

SEVERANCE AGREEMENT WITH GENERAL AND FULL WAIVER AND RELEASE

This SEVERANCE AGREEMENT WITH GENERAL AND FULL WAIVER AND RELEASE ("Agreement") is entered into by CHARLES ANDERSON (hereinafter referred to as "ANDERSON") and the CITY OF TREASURE ISLAND. The CITY OF TREASURE ISLAND is defined to include any and all related entities and subdivisions, as well as all respective former and current commission members, city managers (other than ANDERSON), city clerks, city attorneys, directors, administrators, agents, department heads, supervisors, employees, attorneys, representatives, insurers, and officials (all in their official and individual capacities), as well as their heirs, executors, administrators, predecessors, successors, insurers, assigns, and all other persons, partnerships, firms or corporations, and their insurers who are related to the CITY OF TREASURE ISLAND, and all will be collectively referred to in this Agreement as the "CITY". The CITY and ANDERSON are collectively referred to as the "PARTIES."

WHEREAS, ANDERSON was employed by the CITY as City Manager on August 1, 2024; and

WHEREAS, the terms and conditions of ANDERSON's employment were set forth in a CITY MANAGER AGREEMENT dated July 30, 2024, and amended on October 18, 2024, approved by CITY Resolution No. 2024-06 (the "EMPLOYMENT AGREEMENT"); and

WHEREAS, the CITY placed ANDERSON on paid administrative leave from May 6, 2025, to June 30, 2025; and

WHEREAS, the PARTIES agree that at the May 6, 2025 City Commission meeting, the CITY formally requested ANDERSON's resignation by a majority of the City Commission for reasons other than those expressed in Section 3.G. of the EMPLOYMENT AGREEMENT and that this Agreement serves as ANDERSON's written notice that his employment will be terminated as of the June 30, 2025, at 11:59 p.m.; and

WHEREAS, Section 3.E. of the EMPLOYMENT AGREEMENT provides ANDERSON with severance pay in the amount of his current salary for twenty (20) weeks provided that he executes a general and full release in a form acceptable to the CITY;

WHEREAS, Section 12 of the EMPLOYMENT AGREEMENT provided for repayment of relocation expenses if ANDERSON was terminated by the CITY pursuant to Section 3.B. of the EMPLOYMENT AGREEMENT;

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

WHEREAS, the CITY will waive repayment of the relocation expenses; and,

WHEREAS, the PARTIES intend to and do hereby agree that their rights and obligations shall be governed by this Agreement, which shall and does supersede the EMPLOYMENT AGREEMENT.

NOW, THEREFORE, in consideration of their mutual promises and other good and valuable consideration, receipt of which is hereby acknowledged, the PARTIES, intending to be legally bound, agree as follows:

1. Recitals. The PARTIES agree that the above recitals are true and incorporate them as if fully set forth herein.

2. Consideration. In consideration for ANDERSON entering into this Agreement and waiving and releasing any and all claims he has or may have against the CITY, including the release and waiver of claims under the EMPLOYMENT AGREEMENT, and other promises made herein, the PARTIES agree as follows:

A. The CITY will pay ANDERSON his regular wages and benefits that are due through June 30, 2025, in accordance with the CITY's usual payroll schedule.

B. The CITY will pay ANDERSON severance in the amount of twenty (20) weeks of his regular salary. This amount will be paid within ten (10) days of the effective date of this Agreement. Employment taxes and deductions will be taken out of these monies and they will be reported to the IRS on IRS Form W-2.

C. The CITY will waive the repayment of relocation expenses as provided in Section 12 of the EMPLOYMENT AGREEMENT.

D. ANDERSON is not eligible to receive payouts of his accrued sick and vacation leave in accordance with the CITY's Personnel Manual.

E. ANDERSON agrees that he is not entitled to any consideration other than what is set forth in this section 2 of this Agreement.

ANDERSON agrees that the consideration being provided by the CITY in this Agreement constitutes adequate and ample consideration for any rights and claims he is waiving under this Agreement and for any obligations imposed upon him by virtue of this Agreement. ANDERSON further agrees and understands that the consideration being provided pursuant to this Agreement is in excess of any consideration to which he is otherwise entitled.

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

3. Full and General Waiver and Release of All Claims. In exchange for the consideration described in this Agreement, ANDERSON irrevocably, knowingly, and voluntarily releases, waives, and forever discharges any and all claims, demands, actions, or causes of action, of any kind whatsoever, known or unknown, foreseen or unforeseen, foreseeable or unforeseeable, and any consequences thereof, which he has or may have against the CITY from the beginning of the world until the effective date of this Agreement. The disputes released by ANDERSON include, but are not limited to, any and all disputes against the CITY concerning his employment and separation from employment with the CITY, including any claim related to or arising from his EMPLOYMENT AGREEMENT. Other disputes released by ANDERSON include those known or unknown, actual or contingent, in law, in equity, or otherwise and whether based in tort, contract, statute, common law or any other basis. This release includes all disputes for which ANDERSON could seek equitable relief, and actual, compensatory, consequential, liquidated, punitive, special, multiple or other damages, expenses (including attorneys' fees and costs), and all other reimbursements or charges of any kind. The disputes released by ANDERSON include, but are not limited to, any claim(s) under: Title VII of the Civil Rights Act of 1964; Civil Rights Act of 1991; Florida Civil Rights Act ("FCRA"); Sections 1981 through 1988 of Title 42 of the United States Code; Constitutions of the United States and the State of Florida; any Florida or federal wage and hour law; any Florida or federal whistleblower laws; Rehabilitation Act; Consolidated Omnibus Budget Reconciliation Act; Americans with Disabilities Act of 1990; Age Discrimination in Employment Act ("ADEA"), including the Older Workers Benefits Protection Act ("OWBPA"); Family and Medical Leave Act of 1993; wrongful termination; defamation; and any other federal, state, or local law, regulation, or ordinance. The reference herein to specific statutory, contract, and common law claims is in no way intended to limit the disputes released by ANDERSON. ANDERSON intends that the disputes that he releases be construed as broadly as possible to cover any and all disputes he may have or believe himself to have against the CITY.

ANDERSON understands that nothing in this Agreement prohibits him from filing a charge with or participating in any investigation or proceeding before any federal, state or local governmental agency such as the Equal Employment Opportunity Commission and does not prohibit him from challenging the validity of the waiver and release set forth herein. However, ANDERSON agrees that with respect to the claims he is waiving, he is waiving not only his right

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

to recover money or other relief in any action that he might institute but also that he is waiving his right to recover money or other relief in any action that might be brought on his behalf by any other person or entity including, but not limited to, the State of Florida, the United States Equal Employment Opportunity Commission, the Florida Commission on Human Relations, or any other federal, state, or local agency or department. ANDERSON further represents that he has not heretofore assigned or transferred, or purported to have assigned or transferred, to any entity or person any dispute released herein.

4. No Admission of Liability or Wrongdoing. The PARTIES to this Agreement agree that nothing contained in this Agreement or otherwise shall constitute or be construed as an admission of any alleged liability or wrongdoing by the CITY or ANDERSON. Indeed, the PARTIES deny that either of them engaged in any wrongdoing of any kind with respect to the other party.

5. Indemnification and Hold Harmless. The CITY will protect, defend, indemnify and hold harmless ANDERSON from all claims, demands, lawsuits, complaints, charges, proceedings and all liability to the fullest extent as authorized by Florida Statutes and the City Code for all acts taken while an official of the CITY and any and all acts taken on behalf of the CITY in furtherance of his obligation to cooperate with the CITY pursuant to this Agreement, including any lawsuit challenging the validity of this Agreement.

6. Representation by Legal Counsel. The CITY encouraged ANDERSON to consult with an attorney regarding the terms of this Agreement before signing the Agreement. ANDERSON acknowledges that he either consulted with an attorney regarding the terms of this Agreement or that he knowingly and voluntarily decided not to do so. **ANDERSON ACKNOWLEDGES THAT HE FULLY UNDERSTANDS THE LEGAL EFFECT OF THIS AGREEMENT, HIS RIGHTS AND OBLIGATIONS UNDER THIS AGREEMENT, AND THAT HE INTENDS TO BE LEGALLY BOUND BY THIS AGREEMENT.**

7. ADEA and OWBPA Claims. The following provisions apply only to the Full and General Release of claims pursuant to the ADEA, OWBPA, FCRA and any other applicable age discrimination law.

A. Time to Consider Signing Agreement. ANDERSON acknowledges that he has been given a reasonable period of time of not less than twenty-one (21) days within which to decide whether to sign this Agreement waiving claims under the ADEA and OWBPA.

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

ANDERSON understands and agrees that he can use all or any part of this period to decide whether to sign this Agreement. ANDERSON agrees that any changes to this Agreement from that originally presented to ANDERSON will not restart the twenty-one (21) day consideration period.

B. Seven (7) Day Period to Revoke. ANDERSON understands that he may revoke this Agreement with regard to the waiver of any claims under the ADEA or OWBPA within seven (7) calendar days after he signs the Agreement. If ANDERSON revokes the Agreement, the Agreement will be deemed unenforceable as to any waiver and release of any claims under the ADEA or OWBPA and the CITY shall be relieved of all obligations under this Agreement with the exception of the payment of regular salary pursuant to section 3.A. of this Agreement. If ANDERSON revokes this Agreement, the waiver and release of any and all claims other than those under the ADEA or OWBPA will still be enforceable, ANDERSON's termination will still be effective May 20, 2025, the CITY will be relieved of its obligation to pay anything pursuant to section 3.B. of this Agreement, and ANDERSON will be obligated to repay any relocation expenses that were otherwise waived in section 3.C. of this Agreement. If ANDERSON revokes the Agreement, he agrees that receiving his regular salary and benefits through June 3, 2025, is adequate consideration for the claim otherwise released herein. To be an effective revocation, any revocation must be in writing, executed by ANDERSON, and delivered to City Attorney, 10451 Gulf Blvd., Treasure Island, FL 33706, on or before the seventh calendar day by or before 5:00 p.m. (Eastern Time).

8. Effective Date and Time. The Effective Date and Time of this Agreement is 5:01 p.m. on the seventh (7^{th}) day following execution of this Agreement by ANDERSON. ANDERSON acknowledges that this Agreement shall not become enforceable (with the exception of his resignation from employment) until the Effective Date and Time of the Agreement. Payment of the amounts due pursuant to section 2 of this Agreement will be made as stated in that section.

9. Governing Law and Interpretation. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and, where applicable, federal laws. The language of this Agreement shall be construed as a whole, according to its fair meaning, and not strictly construed for or against either party.

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

10. **Severability.** Each provision of this Agreement is intended to be fully severable. Should any provision of this Agreement be declared illegal or unenforceable by any court of competent jurisdiction and cannot be modified to be enforceable, excluding the general release provision set forth above, such provisions shall immediately become null and void, leaving the remainder of this Agreement in full force and effect. However, should a court of competent jurisdiction declare the general release provision unenforceable for any reason, the case shall remain settled and the PARTIES shall redraft the provision to be enforceable.

11. **Entire Agreement; Amendment; Signatures.** This Agreement sets forth the entire agreement between the PARTIES and supersedes any and all prior agreements or understandings between the PARTIES including, specifically, the EMPLOYMENT AGREEMENT. This Agreement may not be amended except by a written agreement signed by the PARTIES or signed by their respective administrators, trustees, personal representatives, or successors.

12. **Disputes.** Any claim or dispute arising out of or related to this Agreement shall be subject to informal medication as a condition precedent to the institution of any legal or equitable proceedings by either party. The mediator's fee any filing fees shall be equally shared between the PARTIES. In the event that any party to this Agreement institutes legal proceedings arising from or related to this Agreement, it is stipulated and agreed that such a claim shall be heard and determined by a judge, and not by a jury, in Pinellas County, Florida. **ANDERSON AGREES AND UNDERSTANDS THAT HE IS WAIVING THE RIGHT TO A JURY TRIAL, IF ONE EXISTS, AS TO ANY CLAIM ARISING FROM OR RELATED TO THIS AGREEMENT.** Furthermore, in the event that it shall be necessary for any party to this Agreement to institute legal action to enforce any of the terms and conditions or provisions contained herein, or for any breach thereof, the prevailing party shall be entitled to costs and reasonable attorney's fees, including fees and costs for any appeals.

13. **Acknowledgement.** ANDERSON acknowledges that he has carefully read and understands this Agreement and agrees that the CITY has not made any representations other

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

than those contained herein. ANDERSON also acknowledges that he enters into this Agreement voluntarily, without any pressure or coercion, and with full knowledge of its significance, and that this Agreement constitutes a **FULL AND ABSOLUTE SETTLEMENT AND BAR AS TO ANY AND ALL CLAIMS** he had, has, or may have against the CITY.

WHEREFORE, the PARTIES, intending to be legally bound, execute this Agreement as of the dates set forth below.

CHARLES ANDERSON	**CITY OF TREASURE ISLAND, FLORIDA**
Signed by: Charles Anderson 773CCCBD5D824CD...	By:_____
Date: 6/11/2025	Date: 6/11/2025

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

SEVERANCE AGREEMENT WITH GENERAL AND FULL WAIVER AND RELEASE

This SEVERANCE AGREEMENT WITH GENERAL AND FULL WAIVER AND RELEASE ("Agreement") is entered into by CHARLES ANDERSON (hereinafter referred to as "ANDERSON") and the CITY OF TREASURE ISLAND. The CITY OF TREASURE ISLAND is defined to include any and all related entities and subdivisions, as well as all respective former and current commission members, city managers (other than ANDERSON), city clerks, city attorneys, directors, administrators, agents, department heads, supervisors, employees, attorneys, representatives, insurers, and officials (all in their official and individual capacities), as well as their heirs, executors, administrators, predecessors, successors, insurers, assigns, and all other persons, partnerships, firms or corporations, and their insurers who are related to the CITY OF TREASURE ISLAND, and all will be collectively referred to in this Agreement as the "CITY". The CITY and ANDERSON are collectively referred to as the "PARTIES."

WHEREAS, ANDERSON was employed by the CITY as City Manager on August 1, 2024; and

WHEREAS, the terms and conditions of ANDERSON's employment were set forth in a CITY MANAGER AGREEMENT dated July 30, 2024, and amended on October 18, 2024, approved by CITY Resolution No. 2024-06 (the "EMPLOYMENT AGREEMENT"); and

WHEREAS, the CITY placed ANDERSON on paid administrative leave from May 6, 2025, to June 30, 2025; and

WHEREAS, the PARTIES agree that at the May 6, 2025 City Commission meeting, the CITY formally requested ANDERSON's resignation by a majority of the City Commission for reasons other than those expressed in Section 3.G. of the EMPLOYMENT AGREEMENT and that this Agreement serves as ANDERSON's written notice that his employment will be terminated as of the June 30, 2025, at 11:59 p.m.; and

WHEREAS, Section 3.E. of the EMPLOYMENT AGREEMENT provides ANDERSON with severance pay in the amount of his current salary for twenty (20) weeks provided that he executes a general and full release in a form acceptable to the CITY;

WHEREAS, Section 12 of the EMPLOYMENT AGREEMENT provided for repayment of relocation expenses if ANDERSON was terminated by the CITY pursuant to Section 3.B. of the EMPLOYMENT AGREEMENT;

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

WHEREAS, the CITY will waive repayment of the relocation expenses; and,

WHEREAS, the PARTIES intend to and do hereby agree that their rights and obligations shall be governed by this Agreement, which shall and does supersede the EMPLOYMENT AGREEMENT.

NOW, THEREFORE, in consideration of their mutual promises and other good and valuable consideration, receipt of which is hereby acknowledged, the PARTIES, intending to be legally bound, agree as follows:

1. Recitals. The PARTIES agree that the above recitals are true and incorporate them as if fully set forth herein.

2. Consideration. In consideration for ANDERSON entering into this Agreement and waiving and releasing any and all claims he has or may have against the CITY, including the release and waiver of claims under the EMPLOYMENT AGREEMENT, and other promises made herein, the PARTIES agree as follows:

A. The CITY will pay ANDERSON his regular wages and benefits that are due through June 30, 2025, in accordance with the CITY's usual payroll schedule.

B. The CITY will pay ANDERSON severance in the amount of twenty (20) weeks of his regular salary. This amount will be paid within ten (10) days of the effective date of this Agreement. Employment taxes and deductions will be taken out of these monies and they will be reported to the IRS on IRS Form W-2.

C. The CITY will waive the repayment of relocation expenses as provided in Section 12 of the EMPLOYMENT AGREEMENT.

D. ANDERSON is not eligible to receive payouts of his accrued sick and vacation leave in accordance with the CITY's Personnel Manual.

E. ANDERSON agrees that he is not entitled to any consideration other than what is set forth in this section 2 of this Agreement.

ANDERSON agrees that the consideration being provided by the CITY in this Agreement constitutes adequate and ample consideration for any rights and claims he is waiving under this Agreement and for any obligations imposed upon him by virtue of this Agreement. ANDERSON further agrees and understands that the consideration being provided pursuant to this Agreement is in excess of any consideration to which he is otherwise entitled.

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

3. Full and General Waiver and Release of All Claims. In exchange for the consideration described in this Agreement, ANDERSON irrevocably, knowingly, and voluntarily releases, waives, and forever discharges any and all claims, demands, actions, or causes of action, of any kind whatsoever, known or unknown, foreseen or unforeseen, foreseeable or unforeseeable, and any consequences thereof, which he has or may have against the CITY from the beginning of the world until the effective date of this Agreement. The disputes released by ANDERSON include, but are not limited to, any and all disputes against the CITY concerning his employment and separation from employment with the CITY, including any claim related to or arising from his EMPLOYMENT AGREEMENT. Other disputes released by ANDERSON include those known or unknown, actual or contingent, in law, in equity, or otherwise and whether based in tort, contract, statute, common law or any other basis. This release includes all disputes for which ANDERSON could seek equitable relief, and actual, compensatory, consequential, liquidated, punitive, special, multiple or other damages, expenses (including attorneys' fees and costs), and all other reimbursements or charges of any kind. The disputes released by ANDERSON include, but are not limited to, any claim(s) under: Title VII of the Civil Rights Act of 1964; Civil Rights Act of 1991; Florida Civil Rights Act ("FCRA"); Sections 1981 through 1988 of Title 42 of the United States Code; Constitutions of the United States and the State of Florida; any Florida or federal wage and hour law; any Florida or federal whistleblower laws; Rehabilitation Act; Consolidated Omnibus Budget Reconciliation Act; Americans with Disabilities Act of 1990; Age Discrimination in Employment Act ("ADEA"), including the Older Workers Benefits Protection Act ("OWBPA"); Family and Medical Leave Act of 1993; wrongful termination; defamation; and any other federal, state, or local law, regulation, or ordinance. The reference herein to specific statutory, contract, and common law claims is in no way intended to limit the disputes released by ANDERSON. ANDERSON intends that the disputes that he releases be construed as broadly as possible to cover any and all disputes he may have or believe himself to have against the CITY.

ANDERSON understands that nothing in this Agreement prohibits him from filing a charge with or participating in any investigation or proceeding before any federal, state or local governmental agency such as the Equal Employment Opportunity Commission and does not prohibit him from challenging the validity of the waiver and release set forth herein. However, ANDERSON agrees that with respect to the claims he is waiving, he is waiving not only his right

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

to recover money or other relief in any action that he might institute but also that he is waiving his right to recover money or other relief in any action that might be brought on his behalf by any other person or entity including, but not limited to, the State of Florida, the United States Equal Employment Opportunity Commission, the Florida Commission on Human Relations, or any other federal, state, or local agency or department. ANDERSON further represents that he has not heretofore assigned or transferred, or purported to have assigned or transferred, to any entity or person any dispute released herein.

4. No Admission of Liability or Wrongdoing. The PARTIES to this Agreement agree that nothing contained in this Agreement or otherwise shall constitute or be construed as an admission of any alleged liability or wrongdoing by the CITY or ANDERSON. Indeed, the PARTIES deny that either of them engaged in any wrongdoing of any kind with respect to the other party.

5. Indemnification and Hold Harmless. The CITY will protect, defend, indemnify and hold harmless ANDERSON from all claims, demands, lawsuits, complaints, charges, proceedings and all liability to the fullest extent as authorized by Florida Statutes and the City Code for all acts taken while an official of the CITY and any and all acts taken on behalf of the CITY in furtherance of his obligation to cooperate with the CITY pursuant to this Agreement, including any lawsuit challenging the validity of this Agreement.

6. Representation by Legal Counsel. The CITY encouraged ANDERSON to consult with an attorney regarding the terms of this Agreement before signing the Agreement. ANDERSON acknowledges that he either consulted with an attorney regarding the terms of this Agreement or that he knowingly and voluntarily decided not to do so. **ANDERSON ACKNOWLEDGES THAT HE FULLY UNDERSTANDS THE LEGAL EFFECT OF THIS AGREEMENT, HIS RIGHTS AND OBLIGATIONS UNDER THIS AGREEMENT, AND THAT HE INTENDS TO BE LEGALLY BOUND BY THIS AGREEMENT.**

7. ADEA and OWBPA Claims. The following provisions apply only to the Full and General Release of claims pursuant to the ADEA, OWBPA, FCRA and any other applicable age discrimination law.

A. Time to Consider Signing Agreement. ANDERSON acknowledges that he has been given a reasonable period of time of not less than twenty-one (21) days within which to decide whether to sign this Agreement waiving claims under the ADEA and OWBPA.

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

ANDERSON understands and agrees that he can use all or any part of this period to decide whether to sign this Agreement. ANDERSON agrees that any changes to this Agreement from that originally presented to ANDERSON will not restart the twenty-one (21) day consideration period.

B. Seven (7) Day Period to Revoke. ANDERSON understands that he may revoke this Agreement with regard to the waiver of any claims under the ADEA or OWBPA within seven (7) calendar days after he signs the Agreement. If ANDERSON revokes the Agreement, the Agreement will be deemed unenforceable as to any waiver and release of any claims under the ADEA or OWBPA and the CITY shall be relieved of all obligations under this Agreement with the exception of the payment of regular salary pursuant to section 3.A. of this Agreement. If ANDERSON revokes this Agreement, the waiver and release of any and all claims other than those under the ADEA or OWBPA will still be enforceable, ANDERSON's termination will still be effective May 20, 2025, the CITY will be relieved of its obligation to pay anything pursuant to section 3.B. of this Agreement, and ANDERSON will be obligated to repay any relocation expenses that were otherwise waived in section 3.C. of this Agreement. If ANDERSON revokes the Agreement, he agrees that receiving his regular salary and benefits through June 3, 2025, is adequate consideration for the claim otherwise released herein. To be an effective revocation, any revocation must be in writing, executed by ANDERSON, and delivered to City Attorney, 10451 Gulf Blvd., Treasure Island, FL 33706, on or before the seventh calendar day by or before 5:00 p.m. (Eastern Time).

8. Effective Date and Time. The Effective Date and Time of this Agreement is 5:01 p.m. on the seventh (7^{th}) day following execution of this Agreement by ANDERSON. ANDERSON acknowledges that this Agreement shall not become enforceable (with the exception of his resignation from employment) until the Effective Date and Time of the Agreement. Payment of the amounts due pursuant to section 2 of this Agreement will be made as stated in that section.

9. Governing Law and Interpretation. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and, where applicable, federal laws. The language of this Agreement shall be construed as a whole, according to its fair meaning, and not strictly construed for or against either party.

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

10. **Severability.** Each provision of this Agreement is intended to be fully severable. Should any provision of this Agreement be declared illegal or unenforceable by any court of competent jurisdiction and cannot be modified to be enforceable, excluding the general release provision set forth above, such provisions shall immediately become null and void, leaving the remainder of this Agreement in full force and effect. However, should a court of competent jurisdiction declare the general release provision unenforceable for any reason, the case shall remain settled and the PARTIES shall redraft the provision to be enforceable.

11. **Entire Agreement; Amendment; Signatures.** This Agreement sets forth the entire agreement between the PARTIES and supersedes any and all prior agreements or understandings between the PARTIES including, specifically, the EMPLOYMENT AGREEMENT. This Agreement may not be amended except by a written agreement signed by the PARTIES or signed by their respective administrators, trustees, personal representatives, or successors.

12. **Disputes.** Any claim or dispute arising out of or related to this Agreement shall be subject to informal medication as a condition precedent to the institution of any legal or equitable proceedings by either party. The mediator's fee any filing fees shall be equally shared between the PARTIES. In the event that any party to this Agreement institutes legal proceedings arising from or related to this Agreement, it is stipulated and agreed that such a claim shall be heard and determined by a judge, and not by a jury, in Pinellas County, Florida. **ANDERSON AGREES AND UNDERSTANDS THAT HE IS WAIVING THE RIGHT TO A JURY TRIAL, IF ONE EXISTS, AS TO ANY CLAIM ARISING FROM OR RELATED TO THIS AGREEMENT.** Furthermore, in the event that it shall be necessary for any party to this Agreement to institute legal action to enforce any of the terms and conditions or provisions contained herein, or for any breach thereof, the prevailing party shall be entitled to costs and reasonable attorney's fees, including fees and costs for any appeals.

13. **Acknowledgement.** ANDERSON acknowledges that he has carefully read and understands this Agreement and agrees that the CITY has not made any representations other

Docusign Envelope ID: 1AAC7A5D-7722-40C7-8B06-B7C1B99608F1

than those contained herein. ANDERSON also acknowledges that he enters into this Agreement voluntarily, without any pressure or coercion, and with full knowledge of its significance, and that this Agreement constitutes a **FULL AND ABSOLUTE SETTLEMENT AND BAR AS TO ANY AND ALL CLAIMS** he had, has, or may have against the CITY.

WHEREFORE, the PARTIES, intending to be legally bound, execute this Agreement as of the dates set forth below.

CHARLES ANDERSON	**CITY OF TREASURE ISLAND, FLORIDA**
Signed by: Charles Anderson 773CCCBD5D824CD...	By:_____
Date: 6/11/2025	Date: 6/11/2025