

Objective: City Manager – Atlantic Beach, Florida

Summary of Qualifications:

- Wide range of experience working with stakeholder groups and elected officials
- Expertise in reviewing, interpreting, and advising on controversial issues
- Exceptional ability to manage teams and build consensus
- Track record of developing and maintaining budgets
- American Institute of City Planning certification
- Over 10 years of management in government with increasing responsibilities

Education: University of Louisville

- Master of Public Administration – 2014
- Graduate Certificate of Real Estate Development – 2011
- Master of Urban Planning - 2007
- Bachelor of Biology – 2002

City of Atlantic Beach, FL

Director of Planning and Community Development

2018 - 2019

- Manages staff for planning, permitting, and code enforcement duties
- Develops and maintains department budget
- Manages projects through the Community Development Board, Environmental Stewardship Committee, and City Commission
- Represents the City on the North Florida Transportation Organization's Technical Coordinating Committee and Jacksonville's Adaptation Action Area Workgroup
- Advises residents, investors, developers, and City officials on planning issues
- Coordinated the City's Land Development Regulations update, Comprehensive Plan update, LEED certification, Mayport Road Visioning Implementation Plan, and Sea Level Rise Vulnerability Study
- Created grant programs to advance redevelopment efforts on Mayport Road
- Coordinating the City's Parks and Trails Master Plan

City of Savannah, GA

Zoning Administrator

2016 – 2018

- Managed staff for planning, permitting, and code enforcement duties
- Developed and maintained department budget
- Worked with developers from project concepts to certificates of occupancy
- Created a hotel overlay to balance residential needs with tourism in the Landmark Historic District
- Advised residents, investors, developers, and City officials on planning issues
- Interpreted zoning code to City officials, Metropolitan Planning Commission, Zoning Board of Appeals, and Historic Review Board

City of Jeffersonville, IN

Director of Planning and Zoning

2012 – 2016

- Managed staff for planning, permitting, and code enforcement duties
- Developed and maintained department budget
- Worked directly with developers from project concepts to certificates of occupancy
- Coordinated long range planning projects
- Updated codes, ordinances, and policies
- Advised residents, investors, developers, and City officials on planning issues
- Played a key role in developing Jeffersonville's public art program including writing new policies, releasing RFPs, jurying RFP submittals, grant writing, project management, and art installations

Louisville Metro, KY

Environmental Planner

2007 - 2012

- Represented Louisville Metro on the Development Review Committee, Planning Commission, Board of Zoning Adjustment, Kentucky and Indiana Metropolitan Planning Organization, Alternative Transportation Committee, Tree Advisory Board, Mayor's Healthy Hometown, Natural Hazards Mitigation Committee, Wellhead Protection Team, Urban Forestry Modeling Team, Green Roof Design Team
- Managed public outreach for sustainability initiatives
- Modeled both stationary and mobile air pollution sources for health impacts
- One of two lead coordinators for Louisville Metro's Climate Action Report

Hardin County, KY

Land Use Planner

2004-2007

- Performed design review for subdivision plats and development plans
- Provided planning services on issues such as zoning, farmland protection, streetscape design, access management, estate transfers, conservation easements, code enforcement, source water protection, storm water management, building permits, floodplain management
- Assisted in the creation of conservation design standards for the County's development code

References:

- Margo Moehring, Director of Policy and Planning
Northeast Florida Regional Council
904-279-0880 x 161
- Brooks Stillwell, Former City Attorney
Savannah, GA
912-484-1690
- Julie McLean, Director of Development Services
Savannah, GA
912-667-2265
- Mike Moore, Mayor
Jeffersonville, IN
502-295-3738
- Michelle King, Director of Program Planning
Louisville Metro, KY
502-599-7977