



## SUSAN A. STANTON, ICMA-CM

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### EXECUTIVE SUMMARY

Dynamic, results-driven City Manager with demonstrated executive success providing strong, visionary and innovative management to drive performance in challenging economies. An authentic manager, who offers commitment to valuing people, creativity, integrity, diversity, openness, respect, and teamwork and who attracts talented people and inspires them to succeed.

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### AREAS OF EXPERTISE

- Leadership & Supervision
  - Finance and Budget
  - Vision & Mission Planning
  - Labor Relations
  - Economic Development
  - Project Administration
  - Organization Development
  - Staff Development
  - Contract Administration
  - Crisis Management
  - Staff Development
  - Recruitment & Staffing
  - Strategic Problem Solving
  - Team Building and Leadership
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### RELEVANT LOCAL GOVERNMENT EXPERIENCE

#### Special Assistant to the City Manager, City of Fort Lauderdale, Fl

2012 - Present

Encompassing nearly 36 square miles with a population of 182,521, Fort Lauderdale is the largest of Broward County's 31 municipalities and the state's seventh largest city. With a FY 2012 budget of \$632 million, the City employs 1,850 staff members.

##### Duties and Responsibilities

- Conduct management efficiency studies of city operations, management systems and implement findings to improve productivity and reduce cost.
- Provide management oversight of the City's utilization of \$1.9 million in CDBG funds and \$970,000 in Home Investment Partnerships Funds used to promote affordable housing in the City.
- Assist the City improve the administration of a \$9.3 million program design to provide transitional and emergency housing opportunities for persons with HIV/AIDS.

#### City Manager, City of Lake Worth, Fl

2009-2011

Lake Worth is a diverse city with population of 35,800 and is located on the east coast in Palm Beach County, Florida. Since 2007, the City lost 50% of its total assessed land value and is challenged by substantial foreclosure of residential properties, slum and blight and a history of high turnover of its executive and management staff.

##### Duties and Responsibilities as City Manager:

- Chief executive officer of a municipal government with 318 full time staff with an FY 2012 Budget of \$172 million. Oversight responsibilities for the following functions: electric and water utility system, police, streets, stormwater drainage, sewer, parks, recreation, planning, zoning, building, community development, finance, library services, beach development and solid waste management.
- Administered the City during a State of Financial Urgency and restored fiscal solvency and financial discipline.

##### Achievements:

- Privatized and outsourced costly and ineffectively managed public service functions and reduced FY 2012 personnel expense by \$1.2 million without any reduction in service levels to the public.
- Implemented critical cost saving modifications to City's Pension program which saved \$1.3 million in FY 2012.
- Reduced the annual cost of police protection by \$2.3 million by collaboratively renegotiating a multi-year Law Enforcement Service Agreement without reducing levels of service.
- Reduced the cost of Fire and EMS service by \$11.8 million by renegotiating a ten year Fire and EMS Merger Agreement and removing excessive supplemental fire payments previously agreed to by the City.
- Declared a State of Financial Urgency which allowed the City to dramatically reduce personnel cost and expedite the resolution of a collective bargaining impasse with the City's three labor unions.
- Instituted the use of Financial Forecasting to identify and address projected long range deficits and accurately aligning projected expenditures with available revenues which empowered elected officials to make difficult economic decisions based on accurate financial data and reports.

## RELEVANT LOCAL GOVERNMENT EXPERIENCE

### City Manager, City of Lake Worth, FL (continued)

- Renegotiated an agreement to secure a \$5 million grant from the Palm Beach County Cultural Facilities Bond for the redesign and redevelopment of the beach and averted the forfeiture of these funds due to inaction and indecision.
- Established a Utility Conservation Program to provide free residential and commercial utility audits and grants to qualified residents to reduce wasteful consumption of electric and water.
- Designed and financed the construction of a \$17 million Reverse Osmosis Water Treatment and \$10 million Deep Well Injection system to improve the City's long term water system
- Developed a long-range Electric Improvement Plan that could be accomplished with in house staff and a city created apprentice program.
- Implemented the "Energized Lake Worth" plan which included GHG Emission Inventory of the City and Communities energy consumption patterns

### City Manager, City of Largo, FL

1992-2007

### Assistant City Manager, City of Largo, FL

1990-1992

The City of Largo is a city with a population of 77,600 residents covering approximately 17 square miles. It is located in the State's most densely populated region in central Pinellas County, Florida. The City is known for being family friendly and dedicated to providing superior services to promote pride and enhance the quality of life to its residents.

#### Duties and Responsibilities as City Manager:

- Chief executive officer of a municipal government with 875 full time staff with a FY 2012 Budget of \$156 million. Oversight responsibilities for the following functions: police, fire, EMS, advanced waste water treatment, solid waste, housing, streets, stormwater drainage, sewer, reclaimed water, parks, recreation, planning, zoning, building, community development, finance, library services, cultural arts and golf.
- Develop, implement, and evaluate redevelopment strategies to attract businesses by successfully adopting Community Redevelopment Districts which addressed conditions of slum and blight and supported private investment through plans, policies and programs that afforded maximum rehabilitation and redevelopment.
- Foster positive employer-employee relationships which promoted high employee morale.

#### Achievements:

- Demonstrated open and transparent communications with the Mayor, City Commission, employees, and community and exemplified the best principles and practices of the council-manager form of government.
- Prepared and shared information equally with all members of the City Commission; provided the Commission with alternatives, fiscal impact analysis and recommendations on all matters affecting the community.
- Planned, organized, and managed redevelopment projects to provide incentives and remove barriers for community redevelopment and reinvestment.
- Responsible for negotiating a private/public partnership that created a downtown mixed-use development which entailed retail and professional office construction with townhomes and apartments
- Expanded the City's economic and property tax value by \$330 million dollars by the establishment of a multi-year Annexation Management Program which started in 1997.
- Supervised the financing and construction of a \$22 million dollar library and the renovation of an \$11 million dollar city complex. Coordinated the purchase, acquisition, and financing of commercial and residential property for the construction of a regional park to stimulate reinvestment in the downtown.
- Instituted a comprehensive evaluation system of all employee positions, classifications and job structure and design to ensure personnel system was fair to employees and meeting current and future needs of the organization. The process included job restructuring, manpower forecasting and organization realignment.
- Created an innovative *program to increase productivity, reduce absenteeism and control preventable healthcare costs. The program consisted of* voluntary seminars throughout the year, an annual employee health screening event, employee assistance programs and the creation of participant wellness plans with specific goals to address health related risks and to promote healthy behavior and lifestyle choices.
- Established an innovative succession planning program designed to ensure stability and continuity in leadership and management functions in all work programs, divisions and departments. Program included the creations of leadership workshops for executives, supervisors and employees to prepare managers for future promotion and responsibility.

## OTHER PROFESSIONAL EXPERIENCE

### City Administrator, City of Berea, KY

1986-1990

The City of Berea, located in the Kentucky Bluegrass, is a college community with a population of 12,000 residents and an FY 1990 budget of \$7.2 million. In FY 1990, the City employed 85 employees in the departments of Administration, Finance, Police, Fire, Planning, Public Works, Solid Waste, Land Fill Management, Recreation, and Industrial Development. Developed a comprehensive economic development program in the creation of a large Industrial Park which resulted in four international manufacturing firms locating in the City.

### Administrative Assistant to the City Manager, City of Champaign, IL

1984-1986

The City of Champaign, home of the University of Illinois with a population of 60,000 residents and an FY 1986 budget of \$26 million. In FY 1986, the City employed 380 employees. Major accomplishments included coordinating a \$4 million renovation project of City Hall and conducted and prepared policy analyses and recommendations for City Council consideration on issues relating to the operations, responsibilities and functions of city departments.

### Administrative Assistant to the Borough Manager, Ketchikan, AK

1983-1984

The Ketchikan Gateway Borough consists of several islands in Southeast Alaska's Inside Passage and the Tongass Narrows with a population of 14,000 residents and an FY 1984 budget of \$4.3 million. Accomplishments included acting as the Boroughs' primary representative for negotiating labor contracts with International Organization of Masters, Mates and Pilots (MMP) and the Inland Boatmen's Union (IBU) which reduced operating costs and strengthened management rights and conducted performance analysis of Borough operations and made recommendations for the reorganization of staff and management control systems.

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## EDUCATION

University of Florida, Graduate School, Public Administration  
 University of Florida, College of Political Science  
 Harvard University, John F. Kennedy School of Government  
 Senior Executive in State and Local Government  
 University of Oklahoma, Economic Development Institute  
 University of Virginia, Weldon Cooper Center for Public Service  
 Leading, Educating and Developing

Masters in Public Administration  
 Bachelor of Arts  
 Continuing Education  
  
 Certificate of Completion  
 Continuing Education

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## EMERGENCY MANAGEMENT TRAINING

- US. Dept of Homeland Security, WMD Radiological/Nuclear Course, Bechtel Nevada; 2005.
- US Dept of Homeland Security, WMD Training and Incident Command (COBRA), 2004
- New Mexico Institute of Mining and Technology, Incident Response to Terrorist Bombing, Energetic Materials Research and Testing Center, 2003.
- Emergency Management Institute, Disaster Preparation, Hurricane Recovery and Mitigation, 1992, 1994
- Emergency Management Institute Integrated Emergency Management for Hurricanes, Consequences of Terrorism, National Emergency Training Center, 1998, and 2000,

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## PERSONAL

Completed the New York City, Chicago, and Marine Corp. Marathons. Certified as an Advanced SCUBA Diver and a licensed Lay Eucharistic Minister with the Episcopal Diocese of Southeast Florida

**References Provided Upon Request**