

----- Original Message -----

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Subject: Fw: Cover Letter and Resume for Fort Myers Beach Interim Town  
Manager Position  
From: "Don Stilwell" <ddstilwell@embarqmail.com>  
Date: Mon, December 28, 2009 10:21 am  
To: adalton@daltonlegal.com  
jack@fortmyersbeachfl.gov

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----- Original Message -----

From: Don Stilwell  
To: Donald Stilwell  
Sent: Monday, December 28, 2009 10:17 AM  
Subject: Cover Letter and Resume for Fort Myers Beach Interim Town  
Manager  
Position

28 December 2009

Dear Mr. Green and Ms. Dalton:

Thank you for your solicitation of my candidacy for the Fort Myers  
Beach  
interim Town Manager position. Please accept this cover letter and the  
attached resume as an indication of my interest in the position.

Having served as a City Manager and County Manager in three states  
within  
varying sized local governments, coupled with executive level  
experience  
in the private sector, I believe that my managerial experience and  
background are quite unique.

In the past few years, local governments have faced unprecedented  
fiscal  
challenges. The years ahead will prove even more challenging as the  
contrasts between financial stress and service expectations become even  
more acute. I was a County Administrator in California before and  
after  
the passage and implementation of Proposition 13, the tax cutting  
measure  
that was the precursor of Florida's Save Our Homes (SOH). I have  
served  
in Southwest Florida local government since the inception of SOH so I  
have  
had considerable experience in managing through fiscally challenging  
times.

My most recent employer had many financial challenges, but working  
collaboratively with all of the stakeholders, we were able to  
significantly increase and maintain service levels, build substantial

reserves (which today plays a large role in the enviable financial viability of the county) while at the same time revenues decreased. This

was accomplished because of the open inclusive environment we established.

This is not to say that there is some formula that is applicable to every jurisdiction but rather that to be successful you must find the commonalities and build upon them. Frankly, given the fiscal uncertainties local governments are experiencing, they will limit their success if they attempt to address their challenges unilaterally.

Fort Myers Beach is an unique jurisdiction with challenges that will be best addressed with an inclusive approach. Throughout my career I have enjoyed success by working with multiple jurisdictions and personalities.

The attached resume outlines some of the successes that I have had.

I look forward to the opportunity to discuss what it is that the Mayor and Council would expect of their Interim Town Manager and to answer any questions they might have.

Sincerely,

Donald D. Stilwell  
1212 Braman Avenue  
Fort Myers, Fl 33901  
(239)850-0633 (239)334-9301

## **DONALD D. STILWELL**

1212 Braman Avenue  
Fort Myers, FL 33901

Home: (239)334-9301  
Cell: (239)850-0633

### **SUMMARY**

Innovative local government manager with a highly successful record in managing cities, counties and private sector management. Proven record in working with elected officials, regional governments, citizens, business and community leaders, school districts, employees and unions. A collaborative participative leader with outstanding results in:

- Cut Back Management
- Creative Budgeting/Financing
- Goal setting/Accountability
- Team Building
- Economic Development/Redevelopment
- Regional Issues
- Organizational Development
- Growth Related Issues

### **PROFESSIONAL EXPERIENCE**

**County Manager, Lee County, Florida**

1993-2009

630,000 population, \$2.3 billion budget, 2,400 employees

- At beginning of tenure, for every 1,000 residents there were 5.1 employees. At the end of tenure, there were 4 employees for every 1,000 residents and the service level was dramatically higher.

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- Upon employment, the General Fund had a \$10 million short fall. At conclusion of tenure, General Fund has over a \$100 million reserve.
- The millage rate has been reduced in each of the past five years.
- Implemented performance pay plan based upon accomplishing negotiated objectives that implemented the Board's goals.
- Constant review and right sizing resulting in a reduction of 300 plus positions in the past year.
- Core service concept-defining business County is in-developed in conjunction with the cities resulting in improved relationships while equitably serving citizens and addressing dual-taxation issue.
- Initiated seamless government concept-working with schools, cities/counties in tri-county area to reduce redundancy and duplication while providing service and increasing cost benefits.
- Proactive in social service, juvenile delinquency programs and reducing jail population.
- Worked closely with business community which culminated in a cohesive private/public partnership.
- Effected substantial savings through exploring contracting out with the private sector.

**Executive Vice President/General Manger, CMSI/Government, Irvine, California 1986-1992**

**Information Management Company**

- Managed the Government Industry (270 employees) which provided long range strategic planning services to 27 cities and counties in multiple states. Directed the assistance of cities and counties in developing their mission, goals and core services. Supervised development of cost efficient and effective implementation process with concurrent tracking to evaluate performance.
- Contracted out some previous "in house" operations at significant cost savings.

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- Implemented a performance pay plan with negotiated performance standards based upon accomplishment of Industry Group Goals.
- Served on three people Executive Management Team with the company founder and Chief Operating Officer.

**County Administrator, Washington County, Oregon (Portland Urban Area)** 1983- 1986  
300,000 population, \$150million budget, 1,100 employees

- Reorganized and streamlined county service delivery which improved service and lowered costs.
- Realignment of service delivery based upon core service concept.
- In collaboration with governing authority, instituted long range planning.
- Oversaw the development, implementation and subsequent update of the county's Comprehensive Plan which involved the cities and addressed quality of life issues.
- Successful recruitment of EPSON, NEC, NIPPON and FUJITSU Corporations. Facilitated major expansion of INTEL facilities as well as wine industry. Costs associated with growth were absorbed by companies via negotiated fees.
- Facilitated development of a collaborative participative environment between public, business, elected officials, employees and management.
- Hired good people, blended with existing staff, and developed into highly effective team with community recognition.
- Tightened fiscal controls resulting in no increase in local property tax millage.
- Highly successful relationships with the region's elected officials and governments.

**County Administrator, San Luis Obispo County, California** 1977-1983  
170,000 population, \$90 million budget, 1825 employees

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- Realigned counties expenditures after passing of California's Prop13, which Florida's "Save Our Homes" was based on.
- Very active in state legislature in getting legislation passed calling for city/county negotiations, regarding split of redevelopment revenues in a growing jurisdiction. Successfully implemented after legislation became law.
- Worked with the local business community in attracting new and developing existing business.
- Initiated and implemented a modified zero based budgeting system that assisted the county in reducing 100 plus county positions without a decrease in service delivery.
- Developed and fostered a team approach that included the governing body, elected officials and county employees.
- Hired new people and blended existing personnel into an outstanding management team.
- Sat as a member of the regional Council of Governments addressing issues of land use, transportation, public safety, parks, open space, and other quality of life issues.
- Upon leaving, county had 10 percent general fund contingency plus healthy general reserves.

**County Administrator, Del Norte County, California**  
20,000 population, \$20 million budget, 250 employees

1974-1977

- Working with the Board, began long range strategic planning.
- Worked closely with the business community in developing existing business as well as attracting additional businesses.
- Met regularly with two county regional governments-city and county-to develop and promote legislation beneficial to the area at the local and state level.

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- Initiated modified zero based budgeting procedures that were largely responsible for a 9 percent reduction in tax levy. Further reduction of 15 percent in following year without service reductions.
- First County Administrator. Established purchasing, personnel and budget systems while developing excellent relations with elected Sheriff, Auditor, Treasurer, Clerk, Tax Collector, Assessor and District Attorney.

**City Manager, Woodburn, Oregon**

1972-1974

10,000 population, \$3 million budget, 100 employees

- Through position deletions, reorganization and fiscal review, reduced millage by 11 percent.
- Instituted multiple year budgets planning along with a five year budget.
- Initiated and chaired monthly meetings between local city, county and school officials that resulted in improved intergovernmental cooperation.
- Worked closely with regional governments on quality of life issues, land use, traffic, public safety, open space and parks.
- Partnering with the business community developed a major new business park that subsequently attracted many new businesses and jobs to the city.

**Assistant Director of Finance and Administration, Springfield, Oregon**

1970-1972

28,000 population, \$6 million budget, 250 employees

- Negotiated contract with the county for data processing service at a lower cost and a higher service level than the in-house system proposed in the city budget.
- Conceived and implemented "costing out" the total package being negotiated in collective bargaining.

- Compiled and  
administered the city's budget during a period when the city was under severe fiscal constraints. Budget was "flat lined".

## **EDUCATION**

Masters in Public Administration, Lewis & Clark College  
Bachelor of Science in Law, University of Oregon  
Associate of Arts in Business, Sacramento City College

## **PROFESSIONAL AFFILIATIONS**

Current (\*) and Former

Florida Local Finance Commission, Commissioner (resigned May 2009)  
Florida City/County Management Association\*  
County Administrative Officers' Association of California  
National Association of County Administrators, Member, Board of Directors\*  
International City/County Management Association (ICMA)\*  
International City/County Management Association, Oregon Section Member, Board of  
Directors  
County Administrators' Association of Oregon  
Government Finance Officers' Association  
American Society of Public Administration

Mr. Green,

I just returned to my home to find the e-mail from Anne Dalton regarding the interim manager position.

Please accept the cover letter and resume attached to this e-mail for Council's consideration.

Thank you and have a great day.

Tom Willi  
305-395-9869

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