

## ROBERT DANIELS, CM, MPA

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Results oriented City Manager with over thirty years progressively responsible experience in public administration managing operations in municipal government. Demonstrated proficiency in coordinating programs and interfacing with professionals of all levels; coupled with strong ability to assess services and support with stakeholders and elected officials. Profound knowledge of the government policies and regulations pertaining to budgeting and accounting, coupled with an outstanding knowledge of municipal ordinances, Florida laws, and federal legislation necessary for the management of a municipal government. Highly skilled in city planning, economic development, and personnel management as well as effective communication skills.

### SKILLS SUMMARY

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- Demonstrated working knowledge in the interpretation of the codes, city policies and procedures, and the state and federal laws applicable to Florida local government, including but not limited to the Public Records Act, Sunshine Law, Code of Ethics and the statutes governing the budgeting and financial operations.
- Demonstrated ability to delegate responsibilities to the proper department director and provide mentoring opportunities.
- Demonstrated ability to make effectively communicate and make recommendations to the Commission and provide feedback on all operations.
- Deals with residents, businesses, officials and contractors, and employees in a professional, tactful, diplomatic, transparent, and honest manner.
- Oversee the administration of all vendor contracts, interlocal agreements, grant opportunities, and development agreements.
- Oversee the supervision of, and implementation of Emergency Disaster and Hurricane Response Plans.
- Oversight of budget development, appropriations, and budget administration along with monitoring the effectiveness of all fiscal operations to ensure expenditures and revenue are within projections.
- Use of cutting-edge technology, internet, cloud-based applications, and software tools.
- **Software:** Microsoft Office, Paycom, HRIM, GIS, and Munis.
- Extensive experience in law enforcement management.

### EXPERIENCE

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#### **City Manager** — City of Madeira Beach, Florida (2019 – 2022)

- Oversaw all operations of a barrier island community and increased community involvement.
- Ensured that all laws, provisions of the charter, and directives of the Board of Commissioners were enforced.
- Offer recommendations to the Board of Commissioners to facilitate a shared vision and assist in the decision-making of the Commission.

- Developed new avenues of communicating with the residents and other stakeholders seeking transparency of all operations.
- Submit regular communications to the Board of Commissioners concerning the operations of the City Departments, personnel, and on-going projects.
- Kept open door communications with Commissioners, residents, employees, and other stakeholders.
- Worked with lobbyists to secure Florida legislative allocations for major projects and local community partners to improve operations for the beach communities.
- Developed transparent code enforcement investigations and utilized a smart phone application to improve communications with residents.

**Key Achievements:**

All stakeholders reaped the benefits of a strong economic development program. Just recently, we were successful in obtaining legislative allocations of \$1.75 million for renovation of our fifty-year-old beach groins and \$500,000 towards a local roadway project. Successfully completed a \$12 Million residential roadway rebuild with new storm water systems and water and sewer lines on time and within budget. I also successfully negotiated a three-year labor agreement with our firefighters. Our beach was chosen by Trip Advisor as the #9 beach in the country thanks to our cleanliness campaign and our pro-tourism strategies. We also developed a non-profit organization to seek funding for beautification of our parks, beaches, and the city.

**Town Manager—** Town of Melbourne Beach, FL (2017 – 2019)

- Direct administration of all departments of the Town except the Town Attorney.
- Developed community outreach programs to increase citizen involvement in town operations.
- Worked with a long-standing Sustainability Committee to develop environmental programs and recycling kitchen waste into compost.
- Developing and overseeing the town budget and financial operations, planning and code management, personnel administration, facility management, procurement, public works, community development, grant administration, building department and public relations. Oversight of the volunteer fire department.
- Developed fund raising programs for park and playground improvements.
- Worked with local leaders to combat water pollution affecting local canals and waterways.

**Key Achievements:**

- Experience rehabilitating a crumbling stormwater utility system and securing FEMA grant funding to assist with the financial commitment.
- Revamped the code enforcement function creating a better quality of life for the residents.
- Transformed the police department with the hire of a new police chief, the addition of a school resource officer function, and revamping the security functions.
- Completed a pier restoration project, beach renourishment, and pavilion renovations.

**Interim Town Manager —** North Bay Village, FL (2010-2015)

Worked as the Interim City Manager for one year and additionally served as the police chief and acting City manager as needed.

- Managed all city operations to include planning, economic development, building, finance, personnel, IT, public works, water and sewer operations, and the police department.

### **Key Achievements:**

- Calmed labor unrest by successfully negotiating a new labor agreement and instituting a labor-management committee.
- Improved internal and external communications with the City Commission and staff.
- Initiated a park development project with grant and bond funding.
- Successfully brought to closure a major main line sewer and beautification project.
- Developed the City's Code Enforcement functions with the latest technology.
- Initiated an Emergency Management Response Plan and responsible for all emergency operations.
- Implementation of security protocols to provide a safer working environment for employees and citizens.

### **Position Held in Law Enforcement**

Chief of Police — North Bay Village, Florida (4 years)

Chief of Police -- Buckeye Police Department, Buckeye, Arizona (1 years)

Assistant Chief of Police -- Juno Beach Police Department, Juno Beach, Florida (3 years)

Interim Chief of Police -- Florida Atlantic University Police Services, Boca Raton, Florida (1 year)

Boca Raton Police Services Department, Boca Raton, Florida (26 years) retiring as Assist. Chief of Police

### **EDUCATION**

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#### **M.A. Public Administration (MPA)**

Florida Atlantic University – Boca Raton, FL

#### **B.A. Business Administration (BBA)**

Florida Atlantic University – Boca Raton, FL

Additional:

Federal Bureau of Investigation National Academy FBI Training Academy - Quantico, VA

Post Graduate Studies – Criminal Justice Education, University of Virginia – Quantico, VA

Certifications: Management Development Certification; Certified Government Financial Manager;

Florida Executive Development Seminar; Florida Chief's Executive Seminar Class 29; Certificate in

Public Records Management, All FEMA required courses and certifications, ICMA Credentialed Manager

### **ACTIVITIES SUMMARY**

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- Association of Government Accountants
- International City Managers Association
- International Association of Chiefs of Police
- Florida City County Manager's Association
- Florida League of Cities
- FBI National Academy Alumni Association
- American College of Forensic Examiners International
- Rotary