

Michael Brillhart

243 N. Third Street – Waynesville, OH 45068 ■ 772.643.4874 ■ mmbrillhart@aol.com

PROFILE

Experienced local government executive with success in operations management, personnel supervision and service delivery. Foster extensive networks utilizing team-building relationships that achieve organizational goals.

SKILLS

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| ■ Organizational leadership | ■ Responsive personnel management |
| ■ Proficient in public & media relations | ■ Effective conflict resolution |
| ■ Good written and verbal communications | ■ Efficient workflow and time management |
| ■ Accurate problem-solving | ■ Critical thinking |

PROFESSIONAL EXPERIENCE

Village Administrator *2018 – present*

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 \$150,000 in state capital grant assistance for critical infrastructure projects
- Coordinated the adoption and management of the Community Redevelopment Agency
- Directed regional bulk water sales interlocal agreements
- Managed grant funded projects in excess of \$650,000 for municipal improvements

County Manager *2016 – 2017*

CAMDEN COUNTY, Camden, NC

Managed operations, services, staff activities, and affairs for the Board of County Commissioners with responsibilities in budget development, human resources, grant writing, finance, intergovernmental relations, meeting agenda preparation, and public works/utilities functions.

Key Achievements

- Coordinated the planning of the \$20 million new Public Services Building
- Directed the planning design for a \$3.5 million reverse osmosis wastewater treatment plant with funding from the U.S. EDA
- Provided FEMA coordination and assistance to property owners affected by Hurricane Matthew
- Served as Budget Manager and developed a cost saving budget in excess of \$25 million while continuing to provide effective service delivery to residents and utility service customers

Interim County Administrator *2013 – 2016*

BARNSTABLE COUNTY, Barnstable/Cape Cod, MA

Directed operations, services, and affairs for the Board of County Commissioners with duties including budget & finance, human resource management, intergovernmental relations, meeting agenda preparation, staff supervision, facilities planning and oversight, and capital planning.

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Key Achievements

- Managed operations for the Board of County Commissioners with service delivery to a population of 215,000. Managed 14 departments, 375 personnel, and general appropriations of \$80 million
- Coordinated intergovernmental relations, legislative affairs, regional IT service enhancements, emergency management planning, and annual budgeting
- Directed human resources including recruitment, hiring, termination, compensation, and collective bargaining while implementing a personnel Succession Plan
- Coordinated coop-education and scientific research efforts with the University of Massachusetts

Business Manager 2004 – 2013

ST. LUCIE COUNTY, Fort Pierce, FL

Directed business, job creation development, and legislative affairs for the Board of County Commissioners. Responsibilities in business incentive awards, legislative requests, grants management, intergovernmental relations, staff supervision, resource management and strategic planning.

Key Achievements

- Updated countywide impact fees resulting in the accumulation of capital improvement funds
- Managed staff in the acquisition of \$45 million in grants through legislative requests and federal/state assistance programs
- 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
- Assisted the University of Florida, Florida State, and Indian River Community College on regional baccalaureate program enhancements

Senior Executive Consultant 1995 – 2004

PROFESSIONAL PLANNING SERVICES GROUP, Orlando, FL

Executed professional consulting services to private sector, not-for-profit, and public agencies with expertise in strategic and master planning, grant writing, site plan preparation, infrastructure analysis, fiscal analysis, staff supervision, project management and meeting presentations.

Key Achievements

- Provided planning consulting services for Hillsborough County, Florida
- Served as interim County Administrator for Pekin County, IL; Interim City Administrator for Paris, IL ; and Interim Executive Director for the Tri-County, Illinois Regional Commission.
- Prepared grant applications in excess of \$20 million to the following federal agencies: FHWA, EPA, HUD, DOE, USDA, FTA and FEMA
- Analyzed the creation of and implemented Community Redevelopment Areas (CRA) and Tax Increment Finance (TIF) districts in Ohio, Illinois and Florida

Concurrency Infrastructure Manager 1990 – 1995

PINELLAS COUNTY, Clearwater, FL

Implemented and coordinated the county's concurrency infrastructure program affecting new land development and administered planning and capital grants for transportation, utility, storm-water, and sidewalk enhancement projects.

Key Achievements

- Directed the regulatory development code compliance for over 300 site plan, zoning, and land use amendment projects serving a countywide population of 900,000
- Administered capital planning grants in excess of \$12 million
- Prepared and implemented a \$2.5 million FHWA congestion mitigation rails-to-trails grant
- Drafted and implemented the county's five-year Capital Program in excess of \$500 million

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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
- North Carolina Association of County Commissioners
- Florida Association of Counties
- Massachusetts Association of County Commissioners
- National Association of County Officials
- American Planning Association
- Ohio Municipal League
- Ohio DOT Certified Local Project Administrator

REFERENCES

Stephanie Jackson, Finance Director Camden County, NC 252.338.6363

Justyna Marczak, HR Manager Barnstable County, MA 508.375.6646

Mary Pat Flynn, Former County Commissioner Barnstable County, MA 774-255-1174

Don West, P.E., Public Works Director St. Lucie County, FL 772.462.1462

Marl Satterlee, Deputy County Administrator St. Lucie County, FL 772-462-1400

Gina Harvey, Traffic Engineering Manager Pinellas County, FL 727.464.5651

