

General Job Application

Job Title

Assistant City Manager

Requisition Number

46448

Personal Data

Contact

First Name

Angela

Middle Name**Last Name**

Montgomery

Address

P.O. Box 384

City

Stone Mountain

State

Georgia

Zip Code

30086

Primary Phone

6786683923

Alternate Phone**Email Address**

montgoad@hotmail.com

Salary Requirement

What is your desired salary range?

Negotiable

Eligibility

Do you have a legal right to work in the U.S.?

Yes

If yes, are you able to provide documents as required by law to verify your eligibility to work in the U.S.?

Yes

Have you ever been convicted of a crime excluding misdemeanors and/or summary offenses?

No

If yes, provide the details for all such instances.

Education Information

High School

High School Name

Dunbar Highschool

Did you graduate?

No

City

Dayton

State

Ohio

College/University

Name of College/University/Other	Start Date	End Date
University of Dayton	8/28/1984	4/4/1988
City	State	
Dayton	Ohio	
Degree	Major	Did you graduate?
Bachelors	English	No

College/University

Name of College/University/Other	Start Date	End Date
Clark Atlanta University	8/21/1989	5/10/1988
City	State	
Atlanta	Georgia	
Degree	Major	Did you graduate?
Masters	Public Administration	Yes

College/Graduate School

Name of College/University/Other	Start Date	End Date
University of Dayton	8/8/1984	4/10/1988
City	State	
Dayton	Ohio	
Degree	Major	Did you graduate?
Bachelors	English	Yes

Vocational/Technical

Name of Vocational/Technical School	Start Date	End Date
City	State	
Degree	Major	Did you graduate?

Additional Education Information

Please list any additional education below.

Employment Information

Beginning with your present or most recent employment, describe ALL periods of employment including self-employment, unemployed periods and military service. Your adult employment MUST be complete. Use the space provided below, if necessary. The City of Margate appreciates the reasons why you might prefer that your current employer not know about this application. Be advised that the City generally does not contact any employer until the latter stages of our hiring process.

Most Recent Employer

Start Date

7/2016

End Date

Present

Part Time

Position Title

Management Consultant

Employer

Marketplace LLc

Phone Number

7036891089

Address

46179 Westlake Drive

City

Potomac Falls

State

Virginia

Zip

20165

Duties

Assesses operational management, organizational structure, policies, human resources and financial management. Identifies optimal areas to implement process improvement and designs change management and workforce transformation strategies.

Reason for leaving?

Currently employed.

May we contact for reference?

Yes

Previous Employer

Start Date	End Date	
9/2014	2/2016	Full Time
Position Title		
Assistant County Manager		
Employer		Phone Number
Alachua County		3523745219
Address		
12 SE 1st Street		
City	State	Zip
Gainesville	Florida	32601

Duties

Acted as County Manager in the absence of the County Manager. Directed, supervised and managed the Departments of Fire and Rescue, Community Support Services, Court Services and Animal Services. Prior to reorganization excluding Animal Services directed, supervised and managed the above, including: Administrative Services Department comprised of the Human Resources, Purchasing, Risk Management, Equal Opportunity and Organizational Development Divisions and the Information Technology Department. Provided oversight to 431 employees in the assigned departments in developing the budget, and provided analysis and recommendations to the County Manager and Commissioners. Created greater efficiencies and decreased expenditures to the General Fund in the amount of \$700,000 without reducing services or eliminating positions. Led and facilitated functional group programs, identified major initiatives and discussed impacts which cross departmental lines. Facilitated interdepartmental communication and team based problem resolution. Collaborated and established consensus with local municipalities, state and federal entities, non-profits and businesses. Evaluated and analyzed departmental policies and procedures and recommended development of new policies and/or revisions in current policies. Provided oversight and developed strategic plans for homelessness, mental health and substance initiatives. Served as administrative liaison to department directors; met with directors to develop ideas on implementation of strategic objectives. Provided a resource to directors for handling difficult project and personnel issues. Provided oversight and designed strategic plans for diversity, workforce development and succession planning. Provided oversight and developed strategic plans for community development and human services initiatives. Evaluated and analyzed departmental policies and procedures and recommended development of new policies and/or revisions in current policies.

Reason for leaving?

New City Manager desired to create his own Team and requested resignation.

May we contact for reference?

Yes

Previous Employer

Start Date	End Date	
9/2010	6/2012	Full Time
Position Title		
Deputy City Manager; Interim City Manager		
Employer		Phone Number
City of East Point		4042707016
Address		
2777 East Point Street		
City	State	Zip
East Point	Georgia	30344

Duties

Responsible for assisting with the leadership, general supervision, and performance of Department Heads and 560 full time employees and commanded a budget of over \$130M. Directed the successful restructuring of City Government and enhanced efficiency and decreased budget overages. Provided recommendations to City Manager, City Council and Department Heads. Served as Interim City Manager. Developed and implemented an annual Operating and Capital Budget Review Process, budget training and oversaw the budget process and recommendations to the City Manager and City Council.

Assisted with the bond purchase of property that bolstered the government center site footprint and provided much needed operations space for the Utilities Customer Care Department. Reorganized and enhanced the Utilities Customer Care Department to achieve greater efficiency and cost savings. Implemented a One-stop Call Center Customer Care Department and streamlined utility operations and improved the quality of service to citizens. Simultaneously performed the duties of the Customer Care Director for one year during the position's vacancy. Developed policies and provided oversight for audits conducted of Fleet Management and Public Works. Convened cross departmental teams to implement special projects, legislation and streamline budgets.

Restructured operations of the Purchasing Department and oversaw revision of the City's purchasing policies. Provided oversight for the City's Government Center bid process. Negotiated and procured \$500,000 in upgrades for the Citywide Information Technology System. Implemented checks and balances in the Finance and Human Resources systems. Provided oversight to the Human Resources Department and Citywide human resources functions and developed policies to improve management, performance, training and accountability. Served as Interim Human Resources Director. Provided recommendations to the City Manager and City Council regarding policy, strategic planning initiatives, department functions, reorganization, special projects, constituent and business inquiries. Assisted in overseeing and coordinating the Economic Development Team's efforts to bring new projects and expansions to the City, resulting in more than \$75M in private sector investment and created over 600 new jobs. Assisted in the efforts to increase the City's Hotel/Motel Tax from 3% to 8%, which resulted in more than \$2M in annual revenue for tourism, economic development and recreation activities. Analyzed and reviewed the CAFR, Budget, PAR Study, ARC Report, Human Resources Department policies and practices. Developed and implemented performance measures accordingly. Conferred with Council Committees, Neighborhood Associations, local, state, federal and other governmental entities concerning various issues programs and proposed initiatives for the City. Proactively participated in City Council's adoption of contemporary rate structures for all fees,

Reason for leaving?

Primary caregiver for family member from 6/2012 to 9/2014.

May we contact for reference?

Yes

Previous Employer

Start Date

7/2009

End Date

7/2010

Full Time

Position Title

Assistant to the City Manager

Employer

City of Dunedin

Phone Number

7272983001

Address

548 Main Street

City

Dunedin

State

Florida

Zip

34698

Duties

Interfaced with City Department Directors and Division Managers to resolve issues including but not limited to the Intergovernmental Affairs, Legislation, Budget; Policy; Planning and Community Development; Public Works; Code Administration; Human Resources Management; and Parks and Recreation. Managed the City's \$4 million dollar Law Enforcement Services Contract with the Pinellas County Sheriff's Office; and managed the ICMA Consultation Group's Study. Directed and coordinated Community Services, the Communications Division and Information Technology Department Executive Staff. Developed the Media Communications Policy and directed staff in creating Social Networking and Email Policies. Administered the City's Economic Development Initiative Grant and Florida Department of Law. Dunedin Chamber of Commerce; Southside Task Force; Diversity Committee; and the Hispanic Leadership Council; and Dunedin School Principal's Committee. Provided staff support to the Commission's Public Safety, Social Services and Public Relations Advisory Committees. Developed the Commission's Pathways to Education Initiative. Provided information to the City Commission at Commission Meetings on behalf of the City Manager. Facilitated and developed solutions to citizen's and the media's inquiries and issues on behalf of the City Manager and City Commission.

Reason for leaving?

Accepted Deputy City Manager Position.

May we contact for reference?

Yes

Previous Employer

Start Date	End Date	
1/2007	7/2008	Full Time
Position Title		
Council Policy Analyst		
Employer	Phone Number	
City of Richmond	8046465400	
Address		
900 East Broad Street		
City	State	Zip
Richmond	Virginia	23219

Duties

Assisted City Council in managing and reviewing the Policy, Legislative, Intergovernmental Relations and Budget Review Processes. Reviewed Department Budgets and recommended appropriations to Council. Briefed Councilors on proposed legislation and implemented Council's departmental budget review process. Developed policy, legislative and fiscal analysis for Council Committees including the following: Public Safety Committee; Health, Human Services & Education Committee; Land Use, Housing and Transportation; and the Charter Review Commission. Briefed Committee Chairpersons on policy and proposed legislation. Drafted ordinances and conducted policy analysis of ordinances and governmental operations. Researched, analyzed and briefed City Council on the impact of State Legislation on local governmental affairs. Assumed position due to reorganization.

Reason for leaving?

Accepted Assistant to the City Manager Position in Florida.

May we contact for reference?

No

Previous Employer

Start Date	End Date	
12/2005	1/2007	Full Time
Position Title		
Assistant to the Chief Administrative Officer		
Employer	Phone Number	
City of Richmond	8046465400	
Address		
900 E. Broad Street		
City	State	Zip
Richmond	Virginia	23219

Duties

Highly responsible and independent position which assisted the Chief Administrative Officer in

managing the daily functions of City Departments. Served as the legislative liaison to the Chief Administrative Officer. Involved in policy analysis and departmental evaluation of the City's Housing, Land Use, Economic and Community Development Initiatives.

Reason for leaving?

Reorganization,

May we contact for reference?

Yes

Previous Employer

Start Date	End Date	
7/2005	12/2005	Full Time
Position Title		
In Transition		
Employer		Phone Number
N/A		
Address		
City	State	Zip
Duties		
Relocated to Richmond Virginia.		
Reason for leaving?		
N/A		
May we contact for reference?		
Yes		

Additional Work Experience Information

Please list any additional work experience below.

City of Dayton 8/1996 - 7/2005
Financial Services Supervisor-2001-2005; Also Acting Revenue and Taxation Manager while performing position as Financial Services Supervisor, 2003-2004; Community Development Analyst-1999-2001; Minority Contractors Business Assistance Program Coordinator-1996-1999;
Dayton Metro Housing Authority, Assistant Site Manager-1994-1996

Skills & Certifications

Professional Certifications and Licenses

List all jobs skills, abilities, qualifications, and volunteer experience relevant to the position for which you are applying.

Management; Budget and Finance, Strategic Planning, Policy Analysis, Community Development. Public Safety, Human Resources Management, Information Technology, Human Services, Consensus Building, Performance Measurement, Staff Development, Research and Analysis, Legislative/Agenda Development.

Military Experience

Branch of Service

N/A

Enlistment Date

Discharge Date

Type of Discharge

Primary Responsibilities & Duties

Applicant Statement

By my signature below, I authorize any federal, state, county or municipal governmental agency, any municipal corporation or political subdivision of this state, or any other state agency, department or division thereof, or any other public or private agency, person, firm, or corporation holding records concerning, that are considered confidential, to supply such information to the City of Margate.

By my signature below, I acknowledge that PRIOR to making a conditional offer of employment to me, the City of Margate may request information which may include, but not limited to, a history of my educational records, a history of my vocational and/or training records, criminal history, any documentation of previous or current on-the-job performance records or history, any reason, excluding any reason based on a medical condition or disability, for termination of any previous employment, any reason, excluding for discharge from military service, or any other personal information that is not medical, health, or disability related in nature which may not otherwise be obtained without prior agreement.

By my signature below, I acknowledge that SUBSEQUENT to making a conditional offer of employment to me, the City of Margate may request not only the information stated above, but also any information of what-so-ever nature regarding both my past or current job related or non-related medical/health condition(s) or disability(ies).

By my signature below, I acknowledge that any such information received by the City of Margate shall become public record pursuant to Chapter 119 of the Florida Statutes.

I Agree

Yes

Signature

Angela Montgomery

Date Signed: 5/7/2019 9:53 PM

Date Submitted: 5/7/2019 9:58 PM

IP Address: 96.84.189.65

Agency Wide Questions

Do you have any relatives working for the City of Margate?

No

Did you provide at least ten (10) years of relevant work history in the Work Experience section, or if you do not have ten (10) years of work history, did you list the entirety of your work experience in the Work Experience section? If not, please return to the Work Experience section to complete this information.

Yes

Where did you hear about the job opportunity you are applying to?

FCCMA

Pursuant to Florida State Statute 119, all applications and materials attached are subject to public records request. Please use the space below to indicate whether or not you have any exemptions under FSS 119. If you do not have any exemptions, please write "N/A".

N/A

If you have relatives working for the City of Margate, please enter their name and department in the space below.

N/A

Did you provide at least three (3) professional work-related references? If not, please return to this section and add additional professional work-related references.

Yes

Please provide at least three (3) professional work-related references. Please include the following information: reference name, phone number, email address, position title. (Please note: professional work-related references are people who can speak to us about your job performance and are usually people who directly supervise you. For students, or those with limited work history: professional references may include internship/volunteer supervisors or academic teachers/professors).

William Harrell, 757-644-9848, wharrell@transit.org, President and CEO Hampton Roads Transit, Former Chief Administrative Officer City of Richmond

Daisy Weaver, 804-338-1092, dweaver25@gmail.com, Former Chief of Staff Richmond City Council
Crandall Jones, 678-612-5827, crandall_j@yahoo.com, City of Norristown City Manager, Former East Point City Manager
Randall Reid, 941-445-3567, rreid@icma.org, ICMA Southeast Regional Director, Former Alachua County Manager

Assistant City Manager Qualifications

Do you possess a Bachelor Degree from an accredited college or university, with major coursework in Administration, Management, or closely related field?

Yes

Do you possess a Master's Degree?

Yes

Do you have at least seven (7) years of successful management experience in municipal/county management?

Yes

Do you have municipal government experience?

Yes

Do you possess a DD214 for military service?

No

Please use the space below to explain what field your Bachelor's Degree is in. If you do not have a Bachelor's Degree, please type "N/A".

English

Please use the space below to explain what field your Master's Degree is in. If you do not have a Master's Degree, please type "N/A".

Public Administration

Please use the space below to detail your relevant experience in municipal/county management. Please include where you obtained the experience, what capacity you worked in, how many years of experience you have, and any professional accomplishments.

Assistant County Manager, Deputy City Manager, Interim City Manager, Assistant to the City Manager, Council Policy Analyst, Assistant to the Chief Administrative Officer, Acting Revenue and Taxation Manager, Financial Services Supervisor, Community Development Analyst, Minority Contractors Business Assistance Program Coordinator. Over twenty years of experience in progressively responsible municipal management positions at the City of Dayton, City of Richmond, City of Dunedin, City of East Point and Alachua County. Accomplishments include City of Dayton Top Flight Award, ICMA Conference Speaker, Dayton Leadership Program, Membership on various boards and committees including ICMA Women's Task Force Initiative,

Please use the space below to describe your municipal government experience. Please include where you obtained the experience, what capacity you worked in, and the total number of years of experience.

Please see above responses and attached resume.

Do you have your ICMA Credentialed Manager Certification?

No

ANGELA MONTGOMERY

Mobile (678) 668-3923, Email montgoad@hotmail.com

May 8, 2019

Mr. Sam May
City Manager
City of Margate
5790 Margate Boulevard
Margate, Florida 33063

Dear Mr. May:

I am a results oriented leader with experience in multiple facets of local government, dedicated to ensuring that quality and efficient service is provided to citizens. My career in local government began at the City of Dayton and has been upwardly mobile, enabling me to serve successfully in management positions in multiple facets of local government across the country. I am confident that my background would be an asset to assist in leading the City of Margate.

As a demonstrated leader I am able to build consensus among diverse constituencies, while simultaneously leading staff. I enjoy collaborative leadership and developing innovative and practical methods to deliver services. I have the ability to rapidly design solutions to problems, and create solutions to avoid potential problems. I am confident that my skills, innovativeness and tenacity render me an excellent choice for the position.

My responsibilities as Assistant County Manager at Alachua County Florida included the following prior to reorganization: Community Support Services; Court Services; Human Resources; Risk Management; Fire and Rescue; Purchasing; Information Technology; Equal Opportunity; Training and Development. Subsequent to reorganization, I provided oversight to 431 employees in a portfolio of departments comprised of Community Support Services, Court Services, Fire and Rescue, Emergency Management and Animal Services.

During my tenure as Deputy City Manager and Interim City Manager of the City of East Point, I managed municipal operations, special projects and developed the organization across broad functional areas for various City Departments, including but not limited to the following: Finance and Budget; Human Resources; Information Technology; Communications and Media Relations; Community and Economic Development; Parks and Recreation; Public Works; Water and Sewer; Electric; Police and Fire. Specifically, my expertise in the following areas is readily transferable to the City of Margate:

- ✓ Leadership/Management
- ✓ Budget and Finance
- ✓ Human Resources
- ✓ Strategic Planning
- ✓ Policy Development
- ✓ Organizational Development
- ✓ Community Outreach
- ✓ Team Building
- ✓ Agenda Preparation
- ✓ Research and Analysis

As Assistant to the City Manager for the City of Dunedin, my responsibilities included assisting the City Manager in the daily operation of City Government across broad functional areas, including but not limited to the following: Representing the City Manager on boards and committees; Acting as a liaison to departments; Council Boards and Committees; Special Projects; Information Technology; Communications and resolving citizen's concerns.

I performed operational evaluation and provided policy recommendations to the Richmond City Council while serving as Council Policy Analyst. As Assistant to the Chief Administrative Officer (CAO) at the City of Richmond, I served as a liaison between the CAO, Council and Departments. I provided recommendations to the Chief Administrative Officer on proposed ordinances and associated policy issues, and represented the CAO on various boards and committees.

During my nine-year tenure at the City of Dayton, I was promoted to progressively responsible positions and managed projects ranging from Small Business Development, Economic Development and Community Development to Finance.

These positions combined with the aforementioned experience, will enable me to contribute to your organization across a broad spectrum. I welcome the opportunity to discuss how my experience would enable me to obtain tangible results for the City of Margate.

Best Regards,
Angela Montgomery

ANGELA MONTGOMERY

7964 SW 87th Terrace, Gainesville, Florida 32608

Mobile 678-668-3923 montgoad@hotmail.com

CAREER SUMMARY

High performance, results driven manager with cultivated expertise and distinguished performance in building coalitions, strategic planning, and operational management. Experience demonstrating visionary management in both the Executive and Legislative Branches of Local Government in large, medium and small cities. A catalyst for change, combining strong leadership of cross-functional staff and development of key alliances to enhance quality, productivity and performance. I am passionate about municipal management and public service, and I have devoted my career to this profession.

PROFESSIONAL EXPERIENCE

MANAGEMENT CONSULTANT

2016 - Present

Assesses operational management, organizational structure, policies, human resources and financial management. Identifies optimal areas to implement process improvement and designs change management and workforce transformation strategies.

ASSISTANT COUNTY MANAGER

2014 - 2016

Alachua County, Gainesville Florida

Located in Gainesville Florida, Alachua County has a population of 253,000 and a budget of \$352M and approximately 875 full time employees. Highly responsible administrative and managerial work providing direct support to the County Manager on a wide variety of programs and government services. Serves as a member of the Executive Leadership Team to shape and realize the vision, mission and goals of the County. Provides consultative leadership to departments.

- Acted as County Manager in the absence of the County Manager. Directed, supervised and managed the Departments of Fire and Rescue, Community Support Services, Court Services and Animal Services. Prior to reorganization excluding Animal Services directed, supervised and managed the above, including: Administrative Services Department comprised of the Human Resources, Purchasing, Risk Management, Equal Opportunity and Organizational Development Divisions and the Information Technology Department.
- Provided oversight to 431 employees in the assigned departments in developing the budget, and provided analysis and recommendations to the County Manager and Commissioners. Created greater efficiencies and decreased expenditures to the General Fund in the amount of \$700,000 without reducing services or eliminating positions.
- Led and facilitated functional group programs, identified major initiatives and discussed impacts which cross departmental lines. Facilitated interdepartmental communication and team based problem resolution. Collaborated and established consensus with local municipalities, state and federal entities, non-profits and businesses.
- Evaluated and analyzed departmental policies and procedures and recommended development of new policies and/or revisions in current policies.
- Provided oversight and developed strategic plans for homelessness, mental health and substance abuse initiatives.

- Served as administrative liaison to department directors; met with directors to develop ideas on implementation of strategic objectives. Provided a resource to directors for handling difficult project and personnel issues. Provided oversight and designed strategic plans for diversity, workforce development and succession planning.
- Provided oversight and developed strategic plans for community development and human services initiatives. Evaluated and analyzed departmental policies and procedures and recommended development of new policies and/or revisions in current policies.

DEPUTY CITY MANAGER, INTERIM CITY MANAGER**2010 - 2012*****City of East Point, East Point Georgia***

Located in Metropolitan Atlanta approximately nine miles from Downtown Atlanta, and next to the Hartsfield International Airport, the busiest airport in the world, East Point is a full service municipality with Electric and Water Utilities. East Point had an annual Operating Budget of \$118M and successfully recovered from a deficit without reducing services.

- Responsible for assisting with the leadership, general supervision, and performance of Department Heads and 560 full time employees and commanded a budget of over \$130M. Directed the successful restructuring of City Government and enhanced efficiency and decreased budget overages. Provided recommendations to City Manager, City Council and Department Heads. Served as Interim City Manager.
- Developed and implemented an annual Operating and Capital Budget Review Process, budget training and oversaw the budget process and recommendations to the City Manager and City Council.
- Provided recommendations to the City Manager and City Council regarding policy, strategic planning initiatives, department functions, reorganization, special projects, constituent and business inquiries.
- Assisted in overseeing and coordinating the Economic Development Team's efforts to bring new projects and expansions to the City, resulting in more than \$75M in private sector investment and created over 600 new jobs.
- Assisted in the efforts to increase the City's Hotel/Motel Tax from 3% to 8%, which resulted in more than \$2M in annual revenue for tourism, economic development and recreation activities.
- Analyzed and reviewed the CAFR, Budget, PAR Study, ARC Report, Human Resources Department policies and practices. Developed and implemented performance measures accordingly.
- Conferred with Council Committees, Neighborhood Associations, local, state, federal and other governmental entities concerning various issues programs and proposed initiatives for the City.
- Proactively participated in City Council's adoption of contemporary rate structures for all fees, fines, permits, utilities and stabilization of enterprise operations.

- Assisted with the bond purchase of property that bolstered the government center site footprint and provided much needed operations space for the Utilities Customer Care Department.
- Reorganized and enhanced the Utilities Customer Care Department to achieve greater efficiency and cost savings. Implemented a One-stop Call Center Customer Care Department and streamlined utility operations and improved the quality of service to citizens. Simultaneously performed the duties of the Customer Care Director for one year during the position's vacancy.
- Developed policies and provided oversight for audits conducted of Fleet Management and Public Works. Convened cross departmental teams to implement special projects, legislation and streamline budgets.
- Restructured operations of the Purchasing Department and oversaw revision of the City's purchasing policies. Provided oversight for the City's Government Center bid process.
- Negotiated and procured \$500,000 in upgrades for the Citywide Information Technology System. Implemented checks and balances in the Finance and Human Resources systems.
- Provided oversight to the Human Resources Department and Citywide human resources functions and developed policies to improve management, performance, training and accountability. Served as Interim Human Resources Director.

ASSISTANT TO THE CITY MANAGER**2009 - 2010*****City of Dunedin, Dunedin Florida***

Located in the Tampa Bay Area, Dunedin is a progressive City with a fiscally sound local government which cut its budget without reducing services. Prior to my tenure the Assistant City Manager Position was abolished and replaced with an Assistant to the City Manager Position. Performed duties of the previous Assistant City Manager delivered a vast array of services.

- Interfaced with City Department Directors and Division Managers to resolve issues including but not limited to the Intergovernmental Affairs, Legislation, Budget; Policy; Planning and Community Development; Public Works; Code Administration; Human Resources Management; and Parks and Recreation.
- Managed the City's \$4 million dollar Law Enforcement Services Contract with the Pinellas County Sheriff's Office; and managed the ICMA Consultation Group's Study.
- Directed and coordinated Community Services, the Communications Division and Information Technology Department Executive Staff. Developed the Media Communications Policy and directed staff in creating Social Networking and Email Policies.
- Administered the City's Economic Development Initiative Grant and Florida Department of Law Enforcement/Justice Assistance Grant.
- Represented the City Manager on various internal and external boards, committees and agencies including: The Dunedin Council of Organizations Board of Directors;

Dunedin Chamber of Commerce; Southside Task Force; Diversity Committee; and the Hispanic Leadership Council; and Dunedin School Principal's Committee.

- Provided staff support to the Commission's Public Safety, Social Services and Public Relations Advisory Committees. Developed the Commission's Pathways to Education Initiative.
- Provided information to the City Commission at Commission Meetings on behalf of the City Manager. Facilitated and developed solutions to citizen's and the media's inquiries and issues on behalf of the City Manager and City Commission.

City of Richmond, Richmond, Virginia**2005 - 2009**

The City of Richmond is Located in the Commonwealth's capital and the third largest City of Virginia with a population of approximately 200,000. The City of Richmond had an annual Operating Budget of \$1.37 billion and over 4,000 employees.

Council Policy Analyst**2007- 2009*****Richmond, Virginia***

Assisted City Council in managing and reviewing the Policy, Legislative, Intergovernmental Relations and Budget Review Processes. Reviewed Department Budgets and recommended appropriations to Council. Briefed Councilors on proposed legislation and implemented Council's departmental budget review process. Developed policy, legislative and fiscal analysis for Council Committees including the following: Public Safety Committee; Health, Human Services & Education Committee; Land Use, Housing and Transportation; and the Charter Review Commission. Briefed Committee Chairpersons on policy and proposed legislation. Drafted ordinances and conducted policy analysis of ordinances and governmental operations. Researched, analyzed and briefed City Council on the impact of State Legislation on local governmental affairs. Assumed position due to reorganization.

ASSISTANT TO THE CHIEF ADMINISTRATIVE OFFICER**2005 - 2006*****Richmond, Virginia***

Highly responsible and independent position which assisted the Chief Administrative Officer in managing the daily functions of City Departments. Served as the legislative liaison to the Chief Administrative Officer. Involved in policy analysis and departmental evaluation of the City's Housing, Land Use, Economic and Community Development Initiatives.

City of Dayton, Dayton, Ohio**1996 - 2005**

The City of Dayton is the birthplace of aviation and a major regional leader. Dayton provides Midwestern Charm and access to larger metropolitan areas, including, Cincinnati, Columbus and Indianapolis. Dayton has a population of 141,000 and a budget of \$158M.

ACTING REVENUE AND TAXATION DIVISION MANAGER**2003 - 2004**

Temporary assignment performed simultaneously with permanent Financial Services Supervisor Position, due to the retirement of the Division Manager. Senior executive with full responsibility for strategic planning, development and management within the Division of Revenue and Taxation. Scope of Accountabilities encompassed management of all Division Processes: Collections; Compliance; Tax Processing; Billing; Accounts Receivable; Meter Reading; and Customer Service.

Responsible for administering the City's Income Tax Program and compliance with local, state and federal rules and regulations affecting collection of revenue for water usage, sewer.

- Optimized staff performance through development of a successful strategic plan, process redesign and aggressive turnaround leadership.
- Developed staff training programs and managed staff utilizing performance measurements.
- Recommended and reviewed enhancements to the Water Utility and Tax Systems Software. Established and maintained strategic alliances with vendors and outsourced processes to reduce expenditures and drive profitability.
- Pioneered revision of the City of Dayton's Income Tax Ordinance, Rules and Regulations.

FINANCIAL SERVICES SUPERVISOR, FINANCE DEPARTMENT**2001-2005**

- Managed and re-engineered the Call Center into a One-Stop Center to include tax analysis, tax preparation, water utility billing and emergency medical billing inquiries.
- Developed performance measures to monitor the effectiveness of the Call Center and revised Call Center policies and procedures.
- Designed a tax training curriculum and manuals to cross-train Call Center technicians in the tax computer system and general information inquiries.
- Significantly improved Union and Management relations by negotiating the Call Center proposal.
- Produced and hosted a City television show entitled "Making Cents" to explain Finance Department functions.
- Partnered with internal and external agencies to improve the provision of services to citizens and local municipalities.

COMMUNITY DEVELOPMENT ANALYST**1999-2001**

- Monitored the City's \$9 million dollar Community Development Block Grant (CDBG) Programs.
- Assisted the Department of Planning and Community Development in implementing Community Development, Economic Development and Housing projects throughout the City of Dayton.
- Designed and executed a system to monitor back-logged projects.
- Managed a \$700,000 budget for the Neighborhood Business Assistance Program (NBAP).
- Provided business planning information to small businesses. Presided over the NBAP Loan Review Committee.
- Developed a system to ensure compliance with Federal Labor and Housing Urban Development Requirements. Monitored CDBG funded construction projects for federal compliance.
- Ensured non-discrimination in the award of bids for CDBG funded projects.
- Assisted in developing the City's Consolidated Plan for Community Development.
- Co-chaired the Team to Revitalize the Town Centers Program.

MINORITY BUSINESS ASSISTANCE PROGRAM COORDINATOR**1996-1999**

- Supervised staff, provided management and technical assistance to contractors, resulting in the procurement of \$29 million dollars in contracts.
- Strategic planning and development of business plans.
- Investigated and resolved Minority Business Complaints regarding contract awards.
- Certified contractors for the City's contract for bid process.
- Developed seminars, workshops and hosted radio talk shows to market the program to the community; and functioned as a liaison between MCBAP and the community.

ASSISTANT HOUSING MANAGER

1994-1996

Dayton Metropolitan Housing Authority

- Managed family, elderly and scattered site public housing complexes.
- Managed the Section 8 Homeownership, Family Self-Sufficiency and Modernization Programs.
- Managed the redevelopment application, financing, negotiations, property acquisitions, and capital plan processes.
- Supervised administrative, clerical and maintenance staff and daily site operations.

EDUCATION

Clark Atlanta University, Atlanta, GA

Master of Public Administration

University of Dayton, Dayton, OH

Bachelor of Arts, School of Arts and Sciences

SELECTED ACHIEVEMENTS/ASSOCIATION MEMBERSHIPS

International City and County Managers Association - International Committee; Women's Initiative Task Force - 2011-2013

Speaker at the 2011 Annual ICMA Conference

National Forum for Black Public Administrators Mentor 2011

Florida City and County Manager's Association - Scholarship Committee 2015

Winter Institute, Florida Municipal City and County Managers Association

National Forum for Black Public Administrators

City of Richmond United Way Campaign Manager - Raised \$286,000

Dayton Urban League Leadership Development Program

City of Dayton Manager's Top Flight Award for Outstanding Service

Management for Local Government Institute

National League of Cities Workforce Development Task Force

Who's Who Among Public Administrators

Ohio Small Business Association Award for Outstanding Service



Alachua County Board of County Commissioners

Dr. Lee A Niblock, *County Manager*

March 21, 2016


Angela Montgomery
12 SE 1st Street
Gainesville, Florida 32601


Dear Ms. Montgomery,

I am certainly saddened to learn of your decision to leave Alachua County employment. However, I also know that you are a very career driven individual and that this was but a stepping stone position for you as you strive to achieve even greater career heights. I know that you will do well in whatever career path you choose and I wish you much success in your future.

I accept your resignation from Alachua County employment effective February 24, 2016.

Sincerely,


Dr. Lee A. Niblock, CM
County Manager