

# JONATHAN H. LYNN, ICMA-CM, CPM

445 Keller Road, Rincon, GA 31326: 678-618-5406:

[Jonathanhlynn@outlook.com](mailto:Jonathanhlynn@outlook.com)

A composed and innovate leader with outstanding organizational, analytical, communication, and presentation skills. Focused and results-oriented with vision, foresight, and an exceptional work ethic. A dedicated loyal team player who encourages creativity, responsibility, and accountability within a collaborative work environment. Experienced in managing organizational change within more than 17 years of local government experience and proven subject matter expertise in the following areas:

- Strategic Planning	- Service Delivery Strategy
- Union Negotiations	- Capital Improvement Planning
- Growth Management and Comprehensive Planning Efforts	- Community Engagement and Collaboration
- Organizational Change and Staff Development	- Federal Grant Applications and Administration
- Budgeting and Accounting Principles	- Technology Enhancement Programs.

---

## EXPERIENCE

---

### City of Rincon, GA

City Manager/ September 2022 - present

Serve as the City Manager for a growing city of roughly 11,000 residents in the Savannah Metro area. Serving as the chief executive of the city, I am currently tasked with overseeing the daily operations of all city departments: Police, Fire, Parks and Recreation, Planning and Zoning, Permitting, Finance, Public Works, Utilities, WasteWater Treatment Plant, Golf Course, Human Resources, and City Clerk.

#### *Accomplishments*

- Created a new park within the city complete with ADA accessibility and sensory specific design with approximate \$100,000 cost savings to the city.
- Obtained ownership of the city's domain and created city's first Information Technology Department
- Administered Rebranding Effort to change the name of the city-owned golf course to the Rincon Golf Course
- Created enhanced funding stream to generate profit for the first time in operation of the city's golf course

- Implemented fleet maintenance program for replacement scheduling and tracking life span of vehicles across all departments.
- Enhanced budget operations and included minimum 10% pay increase during FY23 budget cycle without implementing a property tax.
- Started external and internal city newsletters to keep the public informed on behalf of the city.
- Worked with the Development Authority to recruit \$300 million investment for the operation of a Sewon Assembly plant that created 740 jobs in the City of Rincon.

## **City of Hogansville, GA**

City Manager / July 1, 2020 – June 30, 2022

Served as the Chief Executive and Administrative Officer of the City of Hogansville, Georgia. Responsible for the management of the day-to-day operations of the city by overseeing all departments and employees of our full-service city. In this role, I also supported the City Council in translating their vision and goals into actionable plans and projects. Implement priorities and directive of the elected body and ensure that they are kept informed of functions, activities, and programs as well as legal, social, and economic issues impacting city governance. Under the direction and approval from the City Council, prepare, directs, and administers all budgets and financial matters for Hogansville and its utility funds. Provided leadership to accomplish long-term and short-term goals of the city through project implementation. Managed, coordinated, formulated, and monitors internal operating policies to maximize efficient efforts of operation. Responsible for the administration of personnel, including approving personnel action in hiring, disciplinary matters, and terminations. Represent the city at federal, state, and county agencies and community organizations.

### *Accomplishments*

- Lead administrative analysis and preparation for totality of city's debt to free cash flow and decrease annual debt service payments by 25%.
- Successfully utilized over \$7 million in CDBG funding over several program years to improve water pressure and flow issues in historically disadvantaged areas of the city.
- Secured funding for several recreation and park priority projects to enhance outdoor recreation efforts in the city including recreational trails, new parks recognizing historic community members, and secured land for future park space.
- Conducted reorganization of the City's police department following 3<sup>rd</sup> party investigation into the department including removal of multiple command staff employees.
- Implemented Downtown Master Plan to increase occupied store fronts with vacancy rate now being less than 10% and additional public parks created in the downtown service area.
- Successfully negotiated and represented the City through Service Delivery Strategy negotiations and litigation with other cities and Troup County.
- Began the rehabilitation of both the Royal Theater and the Hogansville Amphitheater in a rebranding effort to promote downtown as a regional destination.
- Proactively implemented new development regulations prior to an anticipated 300% increase in the city's residential population.
- Initiated and completed construction of new City Hall building.

- Initiated and implemented phased approach to city's first Automate Meter Instrument [AMI] electric and water meter systems to include upgrade of SCADA monitoring system.

## **Surry County, VA**

County Administrator / March 2019 – February 2020

Surry County is a rural, historic, progressive, and diverse community in the Hampton Roads area of eastern Virginia. As County Administrator, I was responsible for the daily operations of Surry County Government and reported to a 5-member Board of Supervisors. Surry County provides essential county functions such as courts, sanitation, public works, planning, inspections, youth and family resources, workforce development, emergency management, tax collection and assessments, economic development, and regional water/wastewater services.

### *Duties and Responsibilities*

- Served as the organization's Chief Executive responsible for development and oversight of the balanced annual budget and work programs designed to implement the legislative priorities of the Board of Supervisors.
- Acted as point of contact for all county matters for each department, elected constitutional officers, and public inquiries.
- Managed over 100 employees and a \$52 million annual operating budget that also included the Surry County School System and the Department of Social Services.

### *Accomplishments*

- Established a process for one-stop permitting and development process including simplified application timelines for permit approvals.
- Began first County Administrator weekly and monthly reports to the Board of Supervisors and the public.
- Responsible for implementation of online Agenda Management Software (Granicus) to simplify agenda creation and publication.
- Initiated the process for revising the entirety of a decades-old Personnel Policy to accurately represent/protect the working population
- Developed and updated salary and compensation study for all County employees including revised job descriptions for each.
- Created a hiring policy that has allowed for the subsequent hiring of positions that were vacant for extended periods of time due to the lack of qualified applicants.
- Implemented a work group among various agencies that provides a coalition within the County to increase services for Mental Health clients.
- Increased collaboration efforts with rural power cooperative to provide broadband access to under served locations throughout the County through an awarded \$4.45 million state grant award.
- Fostered the creation of communication and outreach programs in previously underserved portions of the County.
- Implemented portions of an enhanced security plan for the government center and utilized customer service approach to lessen potential citizen abrasiveness in a previously "open" public building.

## **Town of Tyrone, GA**

## Town Manager / June 2017 – October 2018

A destination community within the Atlanta metropolitan area with a primarily residentially based economy home to nearly 7,500 permanent residents with more than 50,000 travelers commuting through Town each day. Town features abundant natural resources and offers a wide variety of activities including sponsored special events, festivals, fishing tournaments, amusement activities, golf courses, restaurants, and an active community.

### *Duties and Responsibilities*

- Served as organization's Chief Executive responsible for development and oversight of annual work programs designed to implement the legislative policies and priorities of the Mayor and Town Council
- Served as the point of contact for all Town matters for each Town Department and public inquiries.

### *Accomplishments*

- Initiated organizational Five-Year Strategic Plan establishing annual Policy and Management Priorities including a comprehensive Action Item Agenda and reporting format
- Established comprehensive Annual Budget Calendar/Process providing specific direction to departments and a written recommended balanced budget to the Mayor and Town Council
- Managed and resolved a number of sensitive, complex employee/employment issues involving diverse topics
- Resolved Service Delivery Strategy (SDS) negotiations in conjunction with Fayette County and other local municipalities in the County
- Responsible for implementation of new online customer service systems for non-emergency requests (ORR, code enforcement, work orders, etc.)
- Created a weekly report to Mayor and Town Council to keep an accurate and timely flow of information
- Initiated an employee wellness program providing incentives to employees who meet their personal goals
- Completed comprehensive evaluation of Solid Waste Collection Services – resulting in increased revenues through lowering rates and maintaining all staff levels.
- Identified, through site selection process, a location for a new municipal complex to house public safety and general services staff of the Town. Project will be completed in early 2020.
- Completed comprehensive evaluation of Planning and Community Development – restructured the development review/permitting process to improve efficiency, provide better dependability/accountability

## **City of Douglasville, GA**

### Community and Development Services Director / April 2015 – June 2017

Historic metro Atlanta city and the western most city included in the Atlanta statistical area, which is the 9<sup>th</sup> largest MSA in the nation. There were three (3) direct routes to the busiest airport in the world with logistics supporting cargo and rail commerce in those areas. The City provided all required municipal services and utilized third-party services for fire and emergency services.

### *Duties and Responsibilities*

- Responsible for management and oversight of the City's Community Redevelopment Agency including the agency's tax increment financing funds and public projects funded by bond revenues
- Maintained and cultivated a positive relationship with the City Manager and the eight (8) members of the city Council, including the Mayor.
- Provided executive level leadership by assisting City Manager in directing the operations of a diverse urban City with roughly 300 employees and total budget of approximately \$30 million.
- Provided direct oversight of Planning, Zoning, Inspections, Permitting, Development Services, Tourism, Community Development, Economic Development, Main Street, a Regional Welcome Center, and a 37,000 square foot Conference Center

### *Accomplishments*

- Initiated a new downtown planning effort to spur revitalization and visioning for the Downtown Douglasville area, including redevelopment of a 10-acre site previously used as a county jail facility
- Developed and enhanced the permitting and plan review process to become more efficient while providing the highest level of customer service
- Implemented multiple public-private partnerships to provide gap funding mechanisms for community and economic development projects
- Oversaw large state-funded transportation projects for the city with budgets ranging from \$600,000 to a comprehensive road realignment project with a budget of \$111 million
- Restored employee morale and built a high-performance departmental Management Team by reorganizing and developing existing staff
- Established a professional business-friendly organizational culture through articulated expectations and improved internal communication and coordination between divisions and external customers
- Utilized a consensus approach methodology with all division heads to develop vision and mission statements and created SOPs for the entire department

## OTHER PROFESSIONAL EXPERIENCE

- Development Services Supervisor, City of Woodstock, Georgia (2015)
- Senior Consultant/Affordable Housing Programs Manager, WFN Consulting (2012-2014)
- Financial Analyst II – Gwinnett County Government, Georgia (2011)
- Planning and Zoning Manager – City of Tybee Island, Georgia (2009-2011)
- Community Improvement Director – City of Waycross, Georgia (2007-2009)
- Mitigation Manager/Grants Manager – State of Georgia (2004-2006)
- Regional Planner – Heart of Georgia-Altamaha Regional Commission (2004)

---

## EDUCATION

---

- B.A. in Political Science, Georgia Southern University (2002)

- Master of Public Administration [MPA}, Georgia Southern University (2004)
- Certified Public Manager [CPM], University of Georgia (2020)

---

## **AWARDS AND ACKNOWLEDGEMENTS**

---

- International City/County Management Association
- Georgia City County Managers Association Georgia Planning Association
- American Planning Association
- Georgia Association of Zoning Administrators
- Virginia Local Government Managers Association (prior)
- National Association of Counties (NACo) (prior)
- Graduate, Leadership Tybee Island
- Graduate, Leadership Douglas County
- Graduate, Georgia Academy of Economic Development ICMA Emerging Leaders Development Program Virginia Association of Counties (VACo) (prior)