



The Mercer Group, Inc.

**PALMETTO BAY,
FLORIDA
VILLAGE MANAGER**

**GUILLERMO OLMEDILLO
Pinecrest, Florida**

Summary

- **ICMA**
- **American Institute Certified Planners**
- **Bachelor of Architecture**
- **Current position: Town Manager**
Surfside, Florida
June 2019 – March 31, 2020
- **Salary: \$170,000**
- **Cover Letter**
- **Resume**
- **Internet Research**

Various news articles – neutral mention
Linkedin

THE MERCER GROUP, INC.
Dona Higginbotham
Senior Vice President
Daytona Beach Shores, Florida 32118-8202
DHHiggin@att.net

www.mercergroupincflorida.com

Guillermo Olmedillo

6840 SW 130 Terrace
Pinecrest, Florida 33156
E-mail address: Guillermo @olmedillo X 5.com
Telephone: 786 252 0381
March 20, 2020.

Ref: Village of Palmetto Bay City Manager

The purpose of this letter is to express my interest in the advertised position for the Village of Palmetto Bay Manager.

In my attached resume, you will find that I have gathered a vast experience in managing large municipal and county departments and for the last five years, I have served as the Manager for the Town of Surfside, a municipality located just north of Miami Beach and south of the Village of Bal Harbor. Coupled with my educational background, I have been able to perform successfully also in the private sector. Those experiences have given me the ability to approach issues from different perspectives.

During my professional career I have been able to also manage complex public policy projects such as the political redistrict of Miami-Dade County, which I have been the consultant to the County Commission after the 2010 and the 2000 Census.

I coordinated the first Comprehensive Plan for the City of Miami, after Growth Management, and worked extensively in the Miami-Dade County Comprehensive Plan.

I ran the consolidated department in charge of Building, Planning, Zoning, Subdivision Regulations, Code, Impact Fees and Incorporations of new municipalities.

I look forward to the opportunity to contribute to the Village, serving in the capacity of Manager.

Sincerely,

Guillermo Olmedillo

GUILLERMO OLMEDILLO
6840 SW 130 TERRACE
PINECREST, FLORIDA 33156
Electronic mail: guillermo@olmedillox5.com
Telephone: 786 252 0381.

PROFESSIONAL EXPERIENCE

2015 to Present

Manager for the Town of Surfside

2001 to 2015

Coordinator of the political redistricting projects for Miami-Dade County as a result of the 2000 and the 2010 Census.

Coordinator of the political redistricting project for the Miami-Dade School Board as a result of the 2010 Census.

Land use, planning and zoning consultant for over 50 cases in Miami-Dade County, the City of Miami, Coral Gables, Doral, Pinecrest, the City of Parkland, and the Village of Key Biscayne.

Consultant in charge of the preparation of the "Finding of Necessity" for three expansions of the existing OMNI CRA and the South-East Overtown Parkwest CRA, in the City of Miami.

Expert in over 20 eminent domain cases.

Senior Project Vice President for the Swerdlow Group.

1992 – 2001.

Director of the Departments of Planning, Planning and Zoning; Planning Development and Regulation Miami-Dade County.

Responsible for the administration and maintenance of the Comprehensive Development Master Plan; the Zoning Code; Building and Zoning Code enforcement; Impact Fees, Incorporation and Annexation Reports prepared for the County Manager and the County Commission; the management of the budget and the personnel and other technical functions of the departments.

Responsible for the supervision of 450 employees, a budget of 85 million dollars and three unions.

1985-1992

Deputy Director of the Department of Planning Building and Zoning and Chief of Neighborhood Planning. City of Miami.

Author of Zoning Ordinance 11000, the Zoning Ordinance for the City of Miami for 10 years, coordinator of the first City of Miami Comprehensive Plan under the 1985 "Growth Management Act"

Previous Professional Experience in Venezuela

Registered Architect.

Chief of Regional Planning for the Ministry of National Planning.

Chief of Projects for the Fondo Nacional de Desarrollo Urbano, Venezuelan Federal Bank.

Advisor to two Venezuelan mortgage banks. (Crenca and Metro America).

Member of Board of Directors of Banco de Los Llanos Regional Bank.

CERTIFICATIONS

American Institute of Certified Planners.

EDUCATION

Bachelor of Architecture, University of Miami

SPURS Fellowship from the Massachusetts Institute of Technology

Regional Planning Certificate from CENDES (Universidad Central, Venezuela).

Bachelor of Architecture, Universidad Central de Venezuela.

INTERNET RESEARCH

July 1, 2015 - Debris in S. Florida beaches sand

<https://www.nbcmiami.com/news/local/construction-debris-found-in-sand-on-south-florida-beaches/51447/>

January 29, 2015 – Commission Oks New Town Manager

<https://crystalchew.files.wordpress.com/2015/03/surfsidetownmanager.pdf>

January 25, 2015 – Surfside Hires New Town Manager

<https://www.miamiherald.com/news/local/community/miami-dade/miami-beach/article8198646.html>

September 26, 2011 - Commission District 11 Expected to Lose Voters

<https://communitynewspapers.com/kendallgazette/commission-district-11-expected-to-lose-voters/>



Mercer Group Florida

Consultants to Management

BACKGROUND CHECK

PERSONAL AND CONFIDENTIAL INFORMATION



Background Screening Report

Advanced Research Systems

1867 Ygnacio Valley Rd

Walnut Creek, CA 94521

Phone: 888-239-3040

Fax: 888-637-2898

FILE NUMBER	44429	REPORT DATE	06-04-2020
REPORT TO	Mercer Group Florida (TMG120314) 3245 S. Atlantic Ave., Suite 607 Daytona Beach, FL 32118 Phone: 727-214-8673 Fax: -	ORDER DATE	05-28-2020 WD Higginbotham, Jr.
		TYPE	The Mercer Group Executive Screening

Application Information

APPLICANT	OLMEDILLO SR, GUILLERMO	SSN	XXX-XX-7246	DOB	06-08-XXXX
E-MAIL	Guillermo@olmedillox5.com				
ADDRESS(ES)	6840 SW 130 TERRACE.	CITY / STATE / ZIP	MIAMI, FL 33156		

Identity Development

Person Search

RESULTS **Records Found**

SSN SEARCHED XXX-XX-7246

SEARCH DATE 06-04-2020 9:55 AM MDT

Applicant Information

FULL NAME / SSN	ADDRESS	PHONE	REPORTED DATE(S)
GUILLERMO E OLMEDILLO	6840 SW 130TH TER MIAMI, FL 33156 County: MIAMI-DADE	(305)232-9895 OLMEDILLO, GUILLERMO	First: 1995-12-22 Last: 2020-05-28

SSN Information

SSN	VALID	ISSUED LOCATION	ISSUED DATE RANGE
XXX-XX-7246	Y	FLORIDA	1962-1963

WARNING: This search may not be used as the basis for an adverse action on an applicant. It should only be used to verify or correct an applicant's information, or as a tool to further research of public records or other verifications.

Investigative

County Criminal Records Search

RESULTS**No Reportable Records Found**

NAME SEARCHED OLMEDILLO, GUILLERMO

SEARCH DATE 06-02-2020 9:25 AM MDT

DOB SEARCHED 06-08-XXXX

SEARCH SCOPE 10 Years

JURISDICTION FL-MIAMI-DADE

CAUTION: Based on the information provided Advanced Research Systems searched for public records in the sources referenced herein for criminal history information as permitted by federal and state law. 'No Reportable Records Found' means that our researchers could not locate a record that matched at least two personal identifiers (i.e., Name, SSN, Date of Birth, Address) for the subject in that jurisdiction. Further investigation into additional jurisdictions, or utilization of additional identifying information, may be warranted. Please call for assistance.

State Criminal Court Search

RESULTS**No Reportable Records Found**

NAME SEARCHED OLMEDILLO, GUILLERMO

SEARCH DATE 06-02-2020 9:25 AM MDT

DOB SEARCHED 06-08-XXXX

SEARCH SCOPE 10 Years

JURISDICTION FLORIDA

CAUTION: Based on the information provided Advanced Research Systems searched for public records in the sources referenced herein for criminal history information as permitted by federal and state law. 'No Reportable Records Found' means that our researchers could not locate a record that matched at least two personal identifiers (i.e., Name, SSN, Date of Birth, Address) for the subject in that jurisdiction. Further investigation into additional jurisdictions, or utilization of additional identifying information, may be warranted. Please call for assistance.

National Criminal Database Search

RESULTS**No Reportable Records Found**

NAME SEARCHED OLMEDILLO, GUILLERMO

SEARCH DATE 06-01-2020 1:11 PM MDT

DOB SEARCHED 06-08-XXXX

SEARCH SCOPE

JURISDICTION NATIONWIDE

JURISDICTION(S) SEARCHED

The search you have selected is a search of our criminal database(s) and may not represent 100% coverage of all criminal records in all jurisdictions and/or sources. Coverage details available upon request.

CAUTION: Based on the information provided Advanced Research Systems searched for public records in the sources referenced herein for criminal history information as permitted by federal and state law. 'No Reportable Records Found' means that our researchers could not locate a record that matched at least two personal identifiers (i.e., Name, SSN, Date of Birth, Address) for the subject in that jurisdiction. Further investigation into additional jurisdictions, or utilization of additional identifying information, may be warranted. Please call for assistance.

Sex Offender Records Search

RESULTS**No Reportable Records Found**

NAME SEARCHED OLMEDILLO, GUILLERMO

SEARCH DATE 06-02-2020 9:25 AM MDT

DOB SEARCHED 06-08-XXXX
JURISDICTION NATIONWIDE

SEARCH SCOPE

CAUTION: Based on the information provided Advanced Research Systems searched for public records in the sources referenced herein for criminal history information as permitted by applicable laws. 'No Reportable Records Found' means that our researchers could not locate a record that matched. Further investigation into additional jurisdictions, or utilization of additional identifying information, may be warranted. Please call for assistance.

Verification

Employment Verification

RESPONSE RECEIVED **Yes**

NAME	OLMEDILLO, GUILLERMO	SEARCH DATE	06-02-2020 9:24 AM MDT
EMPLOYER NAME	TOWN OF SURFSIDE	HOW VERIFIED	EMAIL
SUPERVISOR	TOWN COMMISSION	DATE VERIFIED	06/02/2020
EMPLOYER STREET	9293 HARDING AVENUE	VERIFIED BY	YAMILETH
EMPLOYER CITY	SURFSIDE	VERIFIER TITLE	
EMPLOYER STATE	FL		
EMPLOYER ZIP	33154		
EMPLOYER PHONE	3058614863		
EMPLOYER FAX	305 861 1302		
EMPLOYER E-MAIL	YSLATE-MCCLOUD@TOWNOFSURFSIDEFL.GOV		

SUBJECT-PROVIDED INFORMATION

EMPLOYER TYPE	Current
POSITION	TOWN MANAGER
HIRE DATE	JAN 2015
END DATE	Current
WAGE/SALARY	
TYPE/STATUS	
REASON FOR LEAVING	CHANGES IN WORKING CONDITIONS

EMPLOYER-PROVIDED INFORMATION

Current
CONFIRMED
CONFIRMED
Current
NOT PROVIDED
REGULAR

RESPONSE RECEIVED **No**

NAME	OLMEDILLO, GUILLERMO	SEARCH DATE	06-03-2020 10:42 AM MDT
EMPLOYER NAME	OLMEDILLOX5, INC.	HOW VERIFIED	
SUPERVISOR	NONE	DATE VERIFIED	
EMPLOYER STREET	6840 SW 130 TERRACE	VERIFIED BY	
EMPLOYER CITY	MIAMI	VERIFIER TITLE	
EMPLOYER STATE	FL		

EMPLOYER ZIP 33156
EMPLOYER PHONE 786 252 0381
EMPLOYER FAX
EMPLOYER E-MAIL GUILLERMO@OLMEDILLOX5.COM

SUBJECT-PROVIDED INFORMATION

EMPLOYER TYPE Previous
POSITION PRESIDENT
HIRE DATE JAN 2001
END DATE JAN 2015
WAGE/SALARY
TYPE/STATUS
REASON FOR LEAVING CHANGE FROM CONSULTANT TO
EMPLOYEE

*****UNABLE TO CONFIRM SELF EMPLOYMENT*****

Professional Reference Verification

RESPONSE RECEIVED **Yes**
NAME SALLY HEYMAN SEARCH DATE 06-03-2020 10:41 AM MDT
RELATIONSHIP MIAMI DADE COUNTY COMMISSIONER FAX
PHONE 305 375 5128 E-MAIL DISTRICT4@MIAMIDADE.GOV

QUESTIONS **What was the applicant's job and the nature of his/her duties?**

He worked with the County from planning and zoning to building and dealing with infrastructure. He was tied to development and the managers office. He's a manager now in surf side. He's the decision maker for all operation's. All decisions go to him.

When he/she begins a task, would you say that he/she carries it through to completion?

From my interactions with him, yes. I relied on him when he was with the county and consulting. I have 13 cities under me and he's one of them.

What would you say is his/her greatest strength?

He listens instead of talking. He takes inputs from others and is a conscientious professional.

What could he/she do to improve their job performance?

I'd like him to stay in one of my districts. I'd hate to lose him. I'm real happy with him. His follow through is there and he contributes and represents his jurisdictions well.

How did he/she show initiative or leadership in his/her job?

He was the person I would call because he always followed through and he made himself accountable for everything.

Is he/she dependable?

Yes. Definitely.

How did he/she get along with his/her associates?

My staff , other executives and my other colleagues like him.

In your opinion, has he/she ever shown a propensity for violence or dishonesty in the workforce?

No. Never. I have zero tolerance for it.

In your opinion, if you were responsible for the hiring process, would you consider him/her eligible for rehire?

Yes. Definitely. I'd solicit him if I had the choice.

How long have you known the applicant?

I've known him for a few decades now. I used to be the legislator in Miami Dade County.

COMMENTS

RESPONSE RECEIVED **No**

NAME

XAVIER SUAREZ

SEARCH DATE 06-04-2020 9:08 AM MDT

RELATIONSHIP

MIAMI DADE COUNTY
COMMISSIONER

FAX

PHONE

305 375 5128

E-MAIL

DISTRICT7@MIAMIDADE.GOV

RESPONSE RECEIVED **Yes**

NAME

DANIEL GIELCHINSKY

SEARCH DATE 06-03-2020 10:41 AM MDT

RELATIONSHIP

FORMER TOWN COMMISSIONER

FAX

PHONE

917 439 4441

E-MAIL

QUESTIONS

What was the applicant's job and the nature of his/her duties?

He was responsible to Run the town, take policy directions, oversee every department in the town, planning for visiting in the town , traffic, finance and taxes.

When he/she begins a task, would you say that he/she carries it through to completion?

Yes.

What would you say is his/her greatest strength?

Very advanced and good networking with people.

What could he/she do to improve their job performance?

Just being more communication in knowing when things where coming.

How did he/she show initiative or leadership in his/her job?

He did everything, is very polite, and takes charge.

Is he/she dependable?

Yes.

How did he/she get along with his/her associates?

Good. Very firm with his associates, always polite and a natural leader.

In your opinion, has he/she ever shown a propensity for violence or dishonesty in the workforce?

Never.

In your opinion, if you were responsible for the hiring process, would you consider him/her eligible for rehire?

Yes.

How long have you known the applicant?

Known applicant for about 4 years.

COMMENTS

Credentials

Education Verification

RESPONSE RECEIVED	Yes	SEARCH DATE	06-04-2020 9:55 AM MDT
INSTITUTION NAME	UNIVERSITY OF MIAMI	CONTACT	
CITY, STATE	CORAL GABLES, FL 33146	SUBJECT	
INSTITUTION PHONE	305 284 2374		
INSTITUTION FAX			
INSTITUTION EMAIL	REGISTRAR@MIAMI.EDU		

SUBJECT-PROVIDED INFORMATION

INSTITUTION-PROVIDED INFORMATION

SOCIAL SECURITY		
DATES CLAIMED	SEP 1992 TO JAN 1998	UNABLE TO CONFIRM
DEGREE(S) CLAIMED	BACHELOR OF ARCHITECTURE	UNABLE TO CONFIRM
DEGREE DATE	JAN 1968	UNABLE TO CONFIRM
MAJOR(S) CLAIMED	ARCHITECTURE	
GPA CLAIMED		
HONORS CLAIMED		
ATTENDING NAME	GUILLERMO OLMEDILLO	
COMMENTS	***NO MATCH FOUND BASED ON NAME PROVIDED***	

Instant Driving Records

RESULTS	License Found	
STATE OF ISSUE	Florida	SEARCH DATE 05-28-2020 12:22 PM MDT
LICENSE NUMBER	O453XXXXXXXXXX	
License Number:	O453XXXXXXXXXX	
License State:	FL	
History Length:	Y7	
Full Name:	OLMEDILLO, GUILLERMO	
DOB:	XXXX-06-08	
Address:	6840 SW 130TH TER	
	MIAMI, FL 33156	

License Info

Status: VALID
License Type: Personal
Class: E
Class Description: CLASS E NON-COMMERCIAL ANY TYPE NON COMMERCIAL
VEH
Expiration Date: 2025-06-08
Issue Date: 2017-03-15
Original Issue Date: 1983-09-09

Messages

NO VIOLATIONS FOUND FOR THIS DRIVER

NO ACTIONS FOUND FOR THIS DRIVER

NO ACCIDENTS FOUND FOR THIS DRIVER

ISSUANCE HISTORY

CLASS E DUPLICATE 5/12/1998

EXAMS:

VISION STATUS: PASS DATE TAKEN: 4/8/2009 EXAM COUNT: 1

ROAD SIGN STATUS: PREV. PASSED DATE TAKEN: 9/9/1983 EXAM COUNT: 1

ROAD RULES STATUS: PREV. PASSED DATE TAKEN: 9/9/1983 EXAM COUNT: 1

DRIVING STATUS: N/A DATE TAKEN: N/A EXAM COUNT: 0

MOTORCYCLE RULES STATUS: N/A DATE TAKEN: N/A EXAM COUNT: 0

MOTORCYCLE SKILLS STATUS: N/A DATE TAKEN: N/A EXAM COUNT: 0

SAFE DRIVER

US CITIZEN

BLOCKED PERSONAL INFORMATION

BLOCKED FOR MAILING LIST

PERSON HAS A DIGITAL IMAGE

ELIGIBLE TO ELECT DRIVER SCHOOL. DRIVER HAS MADE 0 ELECTIONS. VIOLATIONS COMMITTED WHILE A CDL HOLDER OR IN A CMV VEHICLE ARE NOT ELIGIBLE FOR DRIVING SCHOOL ELECTION.

WARNING: Confidential Information - To Be Used As Per State And Federal Laws. Misuse May Result In A Criminal Prosecution.

Disclaimer

This report is furnished to you pursuant to the Agreement for Service between the parties and in compliance with the Fair Credit Reporting Act. This report is furnished based upon your certification that you have a

permissible purpose to obtain the report. The information contained herein was obtained in good faith from sources deemed reliable, but the completeness or accuracy is not guaranteed.

***** End Of Report *****
