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## MEMO

DATE: December 28, 2021

TO: **Mayor Alice Ruby and Council members: Chris Napoli, Aksel Buholm, Curt Armstrong, Kaleb Westfall, Perry Abrams**  
City of Dillingham  
[mayor@dillinghamak.us](mailto:mayor@dillinghamak.us)

FROM: **Tim Pearson**  
Pearson Consulting [timpearsonak@gmail.com](mailto:timpearsonak@gmail.com) (907) 952-3498 c

RE: **City Manager Search – update as of December 28, 2021**

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### 1. update:

I look forward to visiting with the Council on January 6, 2022 and reviewing the applicant pool. I am looking throughout Alaska as well as nationally for people who have Alaska experience or transferable skills.

### 2. key metrics as of 12/28/21 @ 8:00 PM

**Finalists: 0**

**Current Applications: 17**

**Municipal manager experience: 7**

--Bean, Jr., William  
--Daniels, Robert  
--Fawcett, Arthur  
--Foley, Lee  
--Hathcock, Phillip  
--Marsh, Patrick

**Municipal senior staff experience: 2**

--Perry, Cathy  
--Dyal, Paul

**Municipal staff experience: 2**

--Darling, Lucas  
--Navarre II, Joseph

**For-profit experience: 4**

--Burgess, Michael  
--Harrison, Ryan  
--Missick, Theada  
--Williams, Kimberly

**Non-profit experience: 2**

--Dull, Jr., Blinn  
--Rowe, Shayna

Applications are sent separately.

**DISCUSSION:**

**re: current applications as of 11/28/21 – 17**

I notified them that that an Interim City Manager has been hired.  
I let them know that the search is underway and that their resumes are being kept on hand.

**other notes:**

We are advertising a starting salary of \$130,000+ DOE & excellent benefits including: PERS, 100% healthcare, deferred compensation.

At least two other municipalities in Alaska are also looking for Municipal Managers:

- City of Craig
- City of Kake

**City of Dillingham**

**City Manager Applicant List 2021**

--current applications received as of December 28, 2021  
version 1.0

<b>Last Name</b>	<b>First Name MI</b>	<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Last/Relevant Position</b>	<b>Last/Relevant Employer</b>	<b>Municipal Manager</b> <small>(# municipalities)</small>	<b>Resume</b>	<b>150 word Statement</b>	<b>comments</b>	
<b>Applicants -- Municipal Manager experience</b>										municipal manager:	
1	Bean, Jr.	William		AK	99830	City Administrator	City of Kake	1	x	119	AK: City of Kake
2	Daniels	Robert J.	Juniper	FL	33458	City Manager	City of Madeira Beach	2	x	109	City of Madeira Beach, FL; Town of Melbourne Beach, FL
3	Fawcett	Arthur	Metlakatla	AK	99926	GM, Mayor, Police Cmsr	Metlakatla Indian Community	1	no	0	AK: Metlakatla Indian Community
4	Foley	Lee M.	Philippines			City Manager (former)	City of Bethel, AK	1	x	136	AK: Bethel
5	Hathcock	Phillip	Barton	KS	67526	County Administrator	Barton County, KS	1	x	132	Barton County, KS
6	Kotter	Lisa	Pleasant Valley	IA	52767	City Administrator	City of Eldridge, IA	5	x	141	City of Eldridge, IA; City of Moline, IL; City of Geneseo, IL; City of Clintonville, WI
7	Marsh	Patrick	Rochester	MN	55901	City Manager (former)	City of Fitchburg, WI	3	x	211	City of Fitchburg Fitchburg, WI; City of Monona, WI; Village of Coal Valley, IL

<b>Applicants -- Municipal Senior Department Head experience</b>										municipal experience:	
8	Dyal	Paul	Lake City	FL	32024	Executive Director of Utilities	City of Lake City	0	x	0	City of Lake City, FL
9	Perry	Cathy	Forsyth	GA	31029	Director, Budget Services	GA Dept. of Corrections	0	x	0	Budget management for the \$1.2 billion GA Dept. of Corrections

<b>Applicants -- Municipal Staff experience</b>										municipal experience:	
10	Darling	Lukas B.	Canton	OR	44703	Regional Planner	Stark County Regional Planning C	0	x	124	planning commission, property enforcement
11	Navarre II	Joseph A.	San Marcos	TX	78666	Purchasing Specialist Senior	City of San Marcos	0	x	63	procurement

<b>Applicants -- For Profit experience</b>										experience:	
12	Burgess	Michael R.	Bandon	OR	97411	Advisor For Businesses	Southwestern Community College	0	x	0	contracting, project management, business advising
13	Harrison	Ryan	Anchorage	AK		Sales Manager/VP Mortgage	Guaranteed Rate	0	x	0	lending
14	Missick	Theada	Dillingham	AK	99576	Buyer II	Health First	0	x	189	retail management
15	Williams	Kimberly	Dillingham	AK	99576	Business Manager	Bidzy Ta Hot' Anna (mail service)	0	x	149	Bristol Bay Housing Authority; AK Sea Otter & Steller Sea Lion Commission; Nunamta Aulukestai; UAF Bristol Bay Campus

<b>Applicants -- Nonprofit experience (transferable skills)</b>										experience:	
16	Dull, Jr.	Blinn H.	Dillingham	AK	99576	CHS Services Manager	BBAHC	0	x	0	community health, probation, commercial fishing
17	Rowe	Shayna	Adamsville	TN	38310	Founder & Executive Directo	Animals Called to Service	0	x	0	Animal rescue / PTS & Emotional Support service dogs

file: DLG\_City\_of\_Dillingham\_City\_Manager\_applicants\_SUMMARY\_2021\_December\_28\_report.xlsx

**Appendix 1. City of Dillingham -- City Manager Candidates – with Municipal Manager Experience (alpha by last name)  
as of December 28, 2021**

*"The best predictor of future behavior [in the workplace] is past behavior plus learning agility."*

--Robert Eichinger, Lifetime Achievement in Workplace Learning and Performance Award winner from the Association for Talent Development (ATD)

	Applicant 1	Applicant 2	Applicant 3	Applicant 4
	William Bean, Jr. former City Administrator Kake AK	Robert J. Daniels City Manager City of Madiera Beach, FL	Arthur Fawcett former GM., Mayor, Police Cmsr Metlakatla Indian Community, AK	Lee Foley former City Manager City of Bethel, AK
Professional Experience: (tenure) most recent first	career total: 28 yr municipal manager: 9 yr 2 mo  City of Kake, AK -- 9 yr 2 mo (570 pop.)	career total: 43 yr municipal manager: 5 yr 0 mo  City of Madeira Beach, FL -- 2 yr 5 mo (4,269 pop.)  City of Melbourne Beach, FL -- 2 yr 5 mo (3,247 pop.)	career total: 21 yr municipal manager: 2 yr 0 mo  Metlakatla Indian Community, AK -- 2 yr 0 mo (1,654 pop.)	career total: 40 yr municipal manager: 5 yr 10 mo  City of Bethel, AK -- 5 yr 10 mo (6,472 pop.)
Maximum 150 word statement describing your most significant accomplishment in city management / management: (statement submitted by candidate)	As City Administrator for the City of Kake, my office provides Citywide leadership, management, oversight, evaluation, strategic planning, budget coordination, grant planning, and financial planning. My office ensures that services are delivered in an efficient and effective manner. Day-to-day support of City Services and Development Services is the primary function of my office. In nine years under my administration, my office was busy bringing \$15 million in new infrastructure grant projects to the community and updating the 1984 Kake comprehensive Policy Plan. Bringing these projects to Kake highlighted areas in the Plan to meet goals of maintaining financial stability and supporting our economic development efforts, cultural activities and sustainability. (119 words)	During my tenure at Madeira Beach Florida, my most important significant accomplishment was the development of staff and the employees. I reassured them of their importance to the organization and recognized their great work. Instituted mentorship with staff to enlighten new thought processes and a succession management plan realizing that our most important asset is our team members. I also obtained 3.1 million in state funding and 1.5 million of federal funding for rehabilitation of our beach groins, stormwater systems, and roadway improvements. Through code compliance software we improved reporting problems, compliance issues, and neighborhood needs along with a smart phone app for easier reporting purposes and information sharing. (109 words)	(0 words)	As Bethel city manager I initiated steps and processes that dramatically improved the financial picture of the city. Debts had languished for years were paid off and the city's credit rating was elevated to 5-Star status. The history of failed or qualified Financial audits was reversed, culminating in successive unqualified audit that led to the city's designation as a low-risk audit entity. Annual unbalanced budgets immediately became consistently balanced budgets with modest surpluses. Supervisory and Leadership skills learned and honed in the Navy led to the successful command of a naval warship. I used these same abilities as a city manager to build a cohesive team of nine departments acting in unison to accomplish the goals of the Bethel city council. As the Bethel City Manager I oversaw and managed myriad projects successfully, none more so than the \$24 million construction of the Bethel health and Aquatic Center. Thank you. (150 words)
Notes:				

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	Applicant 5	Applicant 6	Applicant 7	
	Phillip Hathcock County Administrator Barton County, KS	Lisa Kotter former City Manager City of Eldridge, IA	Patrick Marsh former City Manager City of Fitchburg, WI	
Professional Experience: (tenure) most recent first	career total: 28 yr municipal manager: 5 yr 7 mo  Barton County, KS -- 5 yr 7 mo (25,493 pop.)	career total: 28 yr municipal manager: 25 yr 5 mo City of Eldridge, IA -- 1 yr 7 mo (6,968 pop.) City of Moline, WI -- 0 yr 6 mo (41,920 pop.) City of Geneseo, IL -- 4 yr 2 mo (6,495 pop.) City of Clintonville, WI -- 17 yr 1 mo (4,516 pop.) City of Cornell, WI -- 2 yr 2 mo (1,419 pop.)	career total: 34 yr municipal manager: 17 yr 7 mo  City of Fitchburg, WI -- 5 yr 4 mo (32,096 pop.) City of Monona, WI -- 7 yr 10 mo (8,122 pop.) Village of Coal Valley, IL -- 4 yr 5 mo (3,714 pop.)	
Maximum 150 word statement describing your most significant accomplishment in city management / management: (statement submitted by candidate)	In March of 2020 when COVID-19 was declared a pandemic, and the Health Director of Barton County resigned without notice. These events allowed me to work closely with the Health Department and the Commission to develop emergency policies, adapt policies to best suit the needs of the citizens, and to enact one of the most proactive and successful vaccination programs in the state. I believe acting in the County Administrator capacity during the pandemic was one of my greatest accomplishments, listening to the concerns of the public and working to find the best course of action during a very arduous time. This experience not only allowed me to grow as a leader but as a person as well, I had the pleasure of working many hours along side great nurses and volunteers. (132 words)	I co-chaired a Clintonville, Wisconsin community group with the School Superintendent and Park and Recreation Chair that successfully worked with the community for three years to pass a \$24M referendum. The project included a new high school, recreation facility and auditorium. The focus from the City's perspective was economic development and having the ability to attract workers to the community to work and live. No referendum over \$1M had ever passed and this one had a 75% yes vote because we engaged the community and were sure we were asking for approval of what the people wanted not what a small group of leaders wanted. This also gave me an opportunity to also train with the annual leadership classes in our County about successful community engagement. It was something that the entire community is still very proud of 17 years later. (141)	thank you for the opportunity to tell you about my most significant accomplishments in municipal management. I will start with building a successful staff. I have in both of my most recent positions took the time to evaluate the department heads of the community over an eighteen-month period, prior to making the decisions which of them was on-board to improve the community moving forward. I have successfully replaced six department heads and replaced them with team members that have rejuvenated other staff as well as committee members, commissioners and elected officials. I believe having a quality team in place is the only way to succeed. Another significant accomplishment that has occurred over the past five years is that of successful growth. I have led the City of Fitchburg, Wi. to be one of the fastest growing communities in the state. We have done so with smart growth, not growth at all cost. we have built housing for all income categories, created employment opportunities for all, ranging from \$15/hours to \$150,000/year plus jobs by focusing on the technical industry, specifically biotech. Coordination with the University of Wisconsin, Madison (located less than five miles away) has assisted in attracting start-ups, new innovative businesses and expansion of existing business in the community. (209 words)	
Notes:				