

UNFINISHED BUSINESS

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MEMO

DATE: September 28, 2023

TO: **Mayor Alice Ruby**
Council members: Bertram Luckhurst, Michael Bennett, Aksel Buholm, Curt Armstrong, Kaleb Westfall
City of Dillingham
alice.ruby@dillinghamak.us

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

RE: **City Manager Search – update for October 5, 2023 Council Meeting**

Three Phases of a Search	Key Dimensions	macro criteria (along with Council's criteria)
- Phase 1: Sourcing - Phase 2: Screening - Phase 3: Selecting	Character Competence Chemistry	Positive Energy High Integrity Ability to Learn and Grow

1. Current status: Sourcing

I am continuing to look throughout Alaska as well as nationally for people who have Alaska municipal management experience or transferable skills.

2. Key metrics as of 9/28/23 @ 5:00 pm

Applications are still being sought. Next review is October 25.

Total current applications: 8

- Out of state with municipal manager experience: 4
- Alaskans with municipal manager experience: 1
- Alaskans with nonprofit manager experience: 1

3. Qualifications: as posted in 2021 and 2023

- financial management skills
- good communicator and public relations skills
- strong leadership ability
- budget, grant, and capital project experience
- strong work ethic, action & goal-oriented, assertive
- conflict resolution and people skills
- ability to motivate others
- ability to build teams / supervisory experience
- ability to develop direct reports and others
- ability to learn, grow, and manage innovation
- familiarity with Emergency Operation Centers useful
- familiarity with Bush Alaska useful
- municipal experience in management, planning, finance, project management or other areas preferred

DISCUSSION:

We are advertising a starting salary of \$140,000+ DOE & excellent benefits: PERS, health, deferred comp, housing, vehicle.

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

--City of Bethel	(as of 7/03/23)	--City of McGrath	(as of 9/28/23)
--City of Egegik	(as of 9/28/23)	--City of Valdez	(as of 5/01/23)
--City of Kake	(as of 6/26/23)		

The marketplace is tight and competitive.