

DANIEL A. BRUBAKER

678.699.9610 | brubakerandy@gmail.com

PROFILE

Organized, mission-focused **Servant Leader** with over 20 years of success leading organizations and teams to exceed their strategic goals. Highly motivated to leverage expertise in leadership development, strategic planning and relationship building that augments a vision for transformation.

EXPERIENCE

MASON PREP FOUNDATION (CHARLESTON, SC W/368 STUDENTS)

Part-time Executive Director

August 2020 – Present

- Advising an 11-member Foundation Board on the execution of annual, planned, and restricted giving programs in support of the Mason Preparatory School (\$125,000 Goal)
 - Surpassed the 19-20 December 31 Annual Fund giving total by 46% and all forms of giving by 59%
 - Increased the 19-20 December 31 Annual Fund donors from 55 to 177
- Managing 0.5 FTE advancement services coordinator
- Supported the accounting firm Glasser and Company on the development of the annual audit (\$400,000 in net assets) and I-990
- Supporting the Head of School's strategic planning process and Diversity, Equity, and Inclusiveness initiative by interviewing and bringing final recommendations of consultants to lead projects for the campus

THE HERITAGE SCHOOL (NEWNAN, GA W/460 STUDENTS)

Director of Development

August 2019 – June 2020

- Collaborated with the Head of School and other division team leaders to develop protocols and procedures for new operational requirements to assure healthy philanthropic growth and financial soundness
- Developed protocols and procedures for new administrative and operational requirements for the *Think Beyond*, a \$7.5MM Capital Campaign including oversight of campaign and development budget (\$150,000)
- Developed and trained team of leaders to work across campus divisions for Georgia GOAL (\$200,000), Faculty Giving, Founders Day, Hawkton (\$125,000), and The Heritage Fund (\$350,000)
 - Achieved 100% Faculty/Staff Giving in Heritage Fund support
 - Increased 2020 GA GOAL giving by 49% and donors by 45% over 2019 (without matching gifts)
 - Increased 2020 Hawkton revenue by 21% over previous event

AMERICAN RED CROSS (ALBANY, GA W/ POP. 450,000 & 7,166 MI²)

Executive Director

2016 – 2019

- Managed 200+ volunteers who respond to emergencies and disasters in a 19-county region of Southwest Georgia in support of multiple tornado relief operations and multiple hurricane evacuations and relief operations
- Supervised 2 FTE: Business Coordinator and Disaster Program Manager
- Supported a regional development team, utilizing donor identification and cultivation strategies to contribute to an annual fundraising goal of \$14MM
- Leveraged community relations to diversify board leadership from 0% members of color to 20%, as well as diversifying all levels of volunteer leadership
- Initiated strategies to enhance donor and stakeholder involvement, especially with those bridging volunteer partners and engagement

ANDREW COLLEGE (CUTHBERT, GA W/ 314 STUDENTS)

Vice President for Advancement

2014 – 2016

- Managed 5 FTE and then an additional 7 FTE for a period of nine months during a transition period
- Collaborated with the college president and other president's cabinet members to develop and promote the school's institutional advancement strategy
- Raised an average of \$2MM in restricted and unrestricted funds raised annually
 - Secured two \$1MM unrestricted grants through the solicitation and reporting process
 - Identified and solicited \$1MM restricted gift that resulted in the launch of an Associate of Nursing degree program

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- Provided strategic leadership to three departments resulting in four years of continued growth in unrestricted annual giving, increased foundational giving by \$99,939 from FY14 to FY15, and increased restricted and unrestricted giving by \$166,542 from FY13 to FY14
- Supported the accounting firm Maulden and Jenkins on the development of the annual audit (\$24MM in net assets) and I-990
- Advised the RFP process to procure and award a new food service contractor (SAGE) valued at \$800,000
- Developed new policies and implementation plan due to revised Wages and Fair Labor Standards Act regulations with HR in concert with outside counsel (Baker Donelson)

ANDREW COLLEGE CONT.

Director of Development

2012 – 2014

- Grew staff of 1 FTE to 3 FTE
- Collaborated with the college president and other president's cabinet members, leading an efficient and successful search for a new Chief Financial Officer
- Secured two \$1MM unrestricted grants through the solicitation and reporting process
- Leveraged expertise in fundraising principles, operations, and strategies to exceed annual giving goals of \$1.7MM by over 25% for FY13
- Orchestrated a \$16MM comprehensive capital fund drive, exceeding goal by \$845,000
- Designed and initiated a three year \$7.5MM comprehensive capital fund drive in FY14
- Directed the development of a \$12MM Bond RFP for a \$7MM resident hall and \$5MM in current bonds
- Supported the accounting firm Maulden and Jenkins on the development of the annual audit (\$22MM in net assets) and I-990
- Oversaw campus public relations, community outreach and partnerships, and served as the campus contact for media interaction

LAGRANGE COLLEGE (LAGRANGE, GA W/1,100 STUDENTS)

Coordinator of the LaGrange College Fund

2010 – 2011

- Managed 2 FTE, 20 part-time employees, and an intern
- Collaborated with a development team to raise \$2.6MM in annual giving
- Provided strategic leadership and vision for advancement in expanding the intercollegiate and community donor base for annual giving under \$5,000
 - Increased Faculty/Staff Giving participation from 45% to 82%
 - Increased Senior Class Giving from 31% to 57%
 - Increased phonathon participation by 9% and giving by 14%

LAGRANGE COLLEGE CONT.

Director of Alumni and Family Relations

2008 – 2010

- Managed 1 FTE
- Collaborated closely with the development team during a \$65MM Defining Moments capital fund drive to engage donors in multi-year commitments
- Advised the Alumni Association Executive Committee in the development and implementation of multi-year strategies for engaging 8,000+ alumni, resulting in an 11% increased giving rate, increased alumni loyalty fund class scholarships by 28 new scholarships, and improved alumni relations
- Directed a 20-member family council representing all families of LaGrange College in collaboration with admissions, student life, and the career center
- Orchestrated activities including, but not limited to Homecoming, regional alumni gatherings, Family Weekend, and Freshman Orientation Parent Welcome
- Provided guidance to alumni clubs such as Alliance of Black Alumni, Atlanta Alumnae, and the LaGrange College Alumni Garden Club
- Contributed to the development of a campus mentoring center in conjunction with the Offices of Student Life & Academic Life in order to generate a network aiding in student transformation

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NORTH WEST GEORGIA COUNCIL, BOY SCOUTS OF AMERICA (ROME, GA)

District Executive

2007

- Oversaw all aspects of Scouting for 1,900 youth and 800 adult volunteers who ran weekly programs in 61 units in a Whitfield and Murray Counties (pop. 142,000 & 638 mi²)
- Recruited, organized, trained, and managed 2 volunteer leadership boards who provided volunteer leadership at the unit, district, and local headquarter levels of our organization
- Organized district fundraising activities with a 11% increase and a with 7% increase in product sales over 2006
- Planned, budgeted, and managed 30 different annual activities and training events for a variety of age groups ranging from 6-years old to adult

PANASONIC AUTOMOTIVE, FIVE STAR FOODSERVICE (PEACHTREE CITY, GA)

Foodservice Director

2006 – 2007

- Managed a team of 7 FTE preparing and serving 2,500 employees' breakfast and lunch during the work week
- Oversaw a profit/loss budget of \$750,000

FLINT RIVER COUNCIL, BOY SCOUTS OF AMERICA (ROME, GA)

District Executive

2005 - 2006

- Oversaw all aspects of Scouting for 2,100 youth and 900 adult volunteers who ran weekly programs in 57 units within Fayette County (pop. 107,000 & 191 mi²)
- Planned, budgeted, and managed 30 different annual activities and training events for a variety of age groups ranging from 6-years old to adult
- Conducted year-round recruiting within Fayette County Schools and local Chartering Organizations

ALAPAHA AREA COUNCIL, BOY SCOUTS OF AMERICA (VALDOSTA, GA)

District Executive

2002 – 2005

- Oversaw all aspects of Scouting for 1,300 youth and 700 adult volunteers who ran weekly programs in 50 units within a seven-county district surrounding Lowndes County (pop. 158,000 & 2,945 mi²)
- Organized district fundraising activities with growth over two years that contributed to 25-30% of the total operating budget
- Planned, budgeted, and managed 25 different annual activities and training events
- Supervised 2 interns from Valdosta State University
- Started, trained, and maintained new Scouting units
- Obtained first National Camp School Accreditation for the Alapaha Area Council Day Camp and maintained that standard in consecutive years

ARAMARK, COLLEGE OF CHARLESTON (CHARLESTON, SC)

Catering Manager

2000 – 2002

- Managed non-college related events ranging (2-2,500 people) including 23 weddings, the Spoleto Festival opening Gala, and political fundraising dinners with \$4MM in annual sales
- Managed 1 FTE and 25 part-time catering employees
- Supervised on and off campus College of Charleston catering events and all sporting concessions for athletics
- Provided food service event planning and management to all Alumni Affairs events such as Alumni Weekend, Homecoming, Class Reunions, and Annual University Faculty Party

KEY PROFESSIONAL STRENGTHS & AWARDS

- Strategic Project Management
- Profit and Loss Strategies
- Community Outreach
- Public and Media Relations
- Team Leadership
- Budget Forecasting
- Eagle Scout
- HR Policy Creation
- Excellent Interpersonal Skills
- Federal and State Grant Writing
- Cross-Cultural Collaboration
- Employee Supervision and Development

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EDUCATION

University of West Georgia

M.P.A. in Public Administration

Thesis: *A Comparison of Six Year Graduation Rates of Children in Foster Care to Underrepresented Populations in the State of Georgia*

January 2006 – May 2011

Western Carolina University

B.S. in Pre-Professional Biology

Thesis: *Chemotaxonomy of the Trichomonas boshianium*

July 1996 – August 2000

TEACHING EXPERIENCE

Andrew College

Adjunct Professor, U.S. Government (POS 111)

Three Semesters (2015 & 2016)

CONTINUING EDUCATION

Center for Creative Leadership

Leadership Development Program

2013

Vanderbilt University's Peabody College of Education and Human Development

Summer Institute for Higher Education Management

2011

Council for Advancement and Support of Education

Summer Institute in Education Fundraising

2010

Georgia Department of Community Affairs

Georgia Academy for Economic Development

2010

United Nations Institute for Training and Research

Cities for Sustainable Growth Land Use and Regional Planning

2008

Wilderness Education Association

Steward Course (Two Week Outdoor Leadership Course)

1999

COOL FACTS

Foster Parent and Foster-to-Adopt Parent (2009 – 2011)

Georgia Department of Family and Children Services

Professional Raft Guide (1996 – 2000)

Upper Arkansas River, Colorado

Nantahala River, North Carolina

Camp Counselor (1994 & 1995)

Woodruff Scout Reservation

Gardner Extraordinaire

Citrus, blueberries, blackberries, and sundries of seasonal vegetables

Mint Chocolate Chip Ice Cream Connoisseur

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ADDITIONAL EXPERIENCE

- American Red Cross of SW Georgia (19-Counties w/a pop. of 450,000 people & 7,166 mi²)
 - Elected Official Liaison and/or EOC Liaison
 - Hurricanes
 - Mathew, 2016 (DR-4284-GA)
 - \$2 Billion in Economic Damage Across Georgia
 - 400,00+ Loss Power in Georgia
 - Irma, 2017 (DR-4335-GA)
 - \$55 Million in Economic Damage Across Georgia
 - 1.5MM Loss Power in Georgia
 - Maria, 2017 (DR-4339-GA)
 - Prepositioned Sheltering
 - Michael, 2018 (DR-4400-GA)
 - \$2.5 Billion in just Agriculture Damage Across Georgia
 - 400,000+ Loss Power in Georgia
 - Personally, Without Power for 18 Days
 - Tornadic Events
 - Jan 2, 2017 - Albany, GA (DR-4294)
 - EF-O (Straight Line Winds)
 - Personally, Without Power for 6 Days
 - Jan 22, 2017 - Albany, GA (DR-4297)
 - EF-3 Resulting in 5 Local Deaths (16 Total Across GA)
 - \$1.3 Billion in Economic Damage Across Georgia
 - Personally, Without Power for 13 Days
 - March 4, 2019 - Cairo, GA (DR-?)
 - EF-2
 - Floods
 - 2019 Arkansas River (DR-4441-AR)
 - \$3 Billion in Economic Damage in Arkansas
- Hogansville Downtown Development Authority (pop. 3,060)
 - Former Board Chair (2008 – 2009)
 - Stepped down to run for Mayor
 - Better Hometown Manager Search Committee Chair
 - 2009 USDA Rural Business Enterprise Grant Recipient
 - Facilitated the City of Hogansville's first Better Hometown Accreditation
 - 2009 Georgia Downtown Development Authority Board Training
- Georgia Tech Regional Strategic Planning Commission for Troup County (pop. 67,000)
 - Workforce Development Committee Member (2009 – 2011)
- The Heritage School (Student pop. 460 students)
 - FEMA COVID-19 Public Assistance Liaison
- Andrew College (Student pop. 314 students)
 - Completed multi-year Federal Title III Strengthening Institutions Grant
 - Dean of Students Search Committee Chair
 - Campus Chaplain Search Committee Chair

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- FTEs Hired: Director of Communication, Advancement Services Coordinators, Financial Aid Coordinator, Administrative Assistants, Director of Enrollment, and Admission Officers
- Worked with the Board of Trustees to Develop New Governance Policies for the Southern Association of Colleges and Schools Commission on Colleges 10-yr Reaccreditation
- Member of Campus Emergency and Disaster Response Team
- LaGrange College
 - Administrative Council Member
 - Vice President for Advancement Search Committee Member
 - Mentoring Program Development Team Member
 - Mentoring Center Director Search Committee Member

CIVIC PARTICIPATION

- LaGrange-Troup County Chamber of Commerce
 - 2009 Leadership Troup Participant
 - 2009 and 2010 Leadership Troup Facilitator
 - Board Member (2010 – 2011)
- National Eagle Scout Association
 - Lifetime Member
- Newnan-Coweta County Chamber of Commerce
 - 2019 Prospective Candidate Forum Moderator
 - Voice of Business Committee Member (2019 – 2020)
- Troup-Harris Regional Library Board
 - Board Member (2010 – 2011)

ADDITIONAL TRAINING

- Boy Scouts of America
 - National Camp School
 - Day Camp Management
 - Advanced Outdoor Leadership Skills (Facilitated Six Courses over a 3-yr Period)
- CPR/First Aid/AED (Expired)
- FEMA
 - IS-2200 Basic Emergency Response Operations Center Functions
- Swiftwater International
 - Swiftwater Rescue Technician, SRT-1 (Expired)

SELECT MEDIA INTERVIEWS

- <https://www.walb.com/2018/12/15/dozens-receive-donated-smoke-alarms/>
- <https://www.walb.com/2018/10/25/red-cross-sees-progress-hurricane-michael-recovery/>
- https://www.albanyherald.com/news/local/american-red-cross-briefs-officials-on-disaster-relief/article_dc625266-ba22-5d9a-bb4d-3ce4d3b358fb.html
- <https://www.walb.com/2018/10/25/red-cross-sees-progress-hurricane-michael-recovery/>

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MANAGEMENT ACCOMPLISHMENT

Urgency was key as the Arkansas River waters rose in Ft. Smith, AR. I led a team of six Red Cross Executive Directors from around the country to work with elected officials at every level of government. Organizing the team geographically by disaster experience along the 320-mile river, I provided them with a plan of action to assure the resources of the Red Cross were maximized and directed to those in need. Team members worked independently within their assigned areas identifying needs while I engaged the Red Cross's center of operations to secure and direct the requested resources.

Their real-time intel resulted in our opening shelters, assigning feeding routes, supporting residential damage assessments, identifying a need for interpreters, giving briefings and media interviews, advising relief supply distribution locations, and coordinating with partners to reduce duplicated efforts.

Quick Facts

- June 1, 2019
 - River crested at 40.79ft (18.79ft above flood stage) w/a flow of 570,000cfs in Ft. Smith, AR
 - Broke all-time flooding record of 38.1ft from 1945 in Ft. Smith, AR
- June 6, 2019
 - River crested at 50.68ft (9ft above flood stage) in Pendleton, AR
- 17 Counties were declared Federal Disaster Areas
- The Arkansas River flooding was estimated to cost the State of Arkansas roughly \$23 million a day in lost gross domestic product alone

Daniel A. Brubaker
4297 Misty Hollow Lane
Ravenel, SC 29470
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February 4, 2021

City of Dillingham
Attn: The Honorable Alice Ruby, Mayor of Dillingham
Council Members: Chris Napoli, Bill Rodawalt, Aksel Buholm,
Curt Armstrong, Andy Anderson, and Gregg Marxmiller
141 Main St.
Dillingham, AK 99576

Dear Mayor Ruby and City Council,

The posting for a new City Manager is one I am highly interested in learning to see if there is a mutual fit. A review of the job description aligns with my personal and professional activities, and it seems as though I've been preparing for a role such as this one for the past 20+ years. While my background is a bit unorthodox, I know I can meet your goals to strengthen Dillingham's vision to support a sustainable, diversified, and growing economy.

Looking at the job description, I know I can bring about a positive culture for those individuals who are on the front lines working to shape the community. I'm a firm believer in servant leadership and see myself standing at the bottom of an inverted pyramid supporting those above me. I've led a team who brought relief following a natural disaster across a state to managing a staff who were each doing the work typically done by two or three people. As we move forward in this new year, I recognize COVID-19 has changed the landscape.

Last August, I was delighted to accept a position in Newnan, Georgia at The Heritage School as their new Director of Development. I'd accepted the role and launched the silent phase of a \$7.5MM capital campaign to build a new middle school and performing arts center. With the intention of being at The Heritage School for the foreseeable future, I placed a contract on a small farm. During the middle of the closing inspection, my Head of School called to inform me that my position would not be renewed for the coming school year due to enrollment uncertainties surrounding COVID-19.

Some of my greatest attributes are a drive for excellence and the ability to work with a diverse cross-section of the community. In Albany, Georgia, I built relationships with the African American community who felt disenfranchised by national nonprofits. By the time I left the American Red Cross of Southwest Georgia, I'd diversified the local Red Cross volunteer leadership at every level to assure there was representation of the community served. I also spent a considerable amount of time working with government and elected officials of all stripes and political affiliation. There have been days that included driving around lower Little Rock, AR with U.S. Senator Tom Cotton looking at flood damage to briefing U.S. Congressman Sanford Bishop on relief operations following Hurricane Michael.

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I am attuned to the needs of those vertical and horizontal in an organizational chart and how they impact others. During my career, I have served at the pleasure of four college presidents and a head of school as a staff advisor for boards of trustees, leadership councils, and various volunteer leadership groups. Working with a CFO, I have supported the development of operating budgets, annual financial reports, and advised on facility projects. One college president asked me to drive the implementation and compliance of Wages and Fair Labor Standards Act regulations with HR in concert with counsel. This was after he asked me to lead the development of a \$12.5MM bond to restructure existing debt and finance building a new dorm.

I believe the City Manager must be the nonpartisan voice in the community. It has the clout and ability to bring together a diverse cross-section of the community to work together for the greater good of all. As an example, I've had the opportunity to successfully solicit and/or work with teams on a handful of government funding programs. These have ranged from a U.S. Department of Education Title III Strengthening Institutions Grant, a USDA Community Development Block Grant, and FEMA's Public Assistance.

Lastly, I'm also attracted to this position for its remoteness and access to nature. As a child, I could be found playing in the woods or on a lake fishing (It was not uncommon to wake up before 5 a.m. to fish before going to school.) In high school, I spent two summers living in a canvas wall tent working as a camp counselor for 10 weeks and would later become a raft guide. Eventually, I chose my undergraduate alma mater due to its remote location in the Southern Appalachian Mountains so that I could pursue outdoor activities year-round. Whether it was canoeing the Nantahala River while it was snowing, or sitting next to a fire as the sun set enjoying a cup of coffee after backpacking for 10 miles to fish a trout stream, I cherish the solitude one finds in nature.

Based on the job description, I am confident I can provide the leadership, vision, and creativeness to strengthen your mission. I am intrigued by this position, ready to learn more and eager to explore whether there is a strong mutual fit. Serving the City of Dillingham would be an incredible opportunity to share my servant leadership skills and serve as its community steward.

Sincerely,

Daniel A. Brubaker

Dillingham City Manager Search

Daniel Brubaker <brubakerandy@gmail.com>
To: Tim Pearson <timpearsonak@gmail.com>

Fri, Feb 5, 2021 at 7:05 AM

Tim,

The search for a new City Manager for the City of Dillingham is of great interest to me. Attached are several documents for consideration in this search:

1. Resume
2. Cover Letter
3. Management Accomplishment
4. Additional Background to accompany my resume
5. Signed Waiver

If you need additional information, please give me a call at 678-699-9610 or shoot me an email at brubakerandy@gmail.com.

Sincerely,

Andy B.

--

Andy Brubaker

brubakerandy@gmail.com


(678) 699-9610

5 attachments



Brubaker Dillingham Waiver .jpg
719K

 **D Brubaker Added Resume Materials.docx**
30K

 **D Brubaker Management Accomplishment (Dillingham).docx**
23K

 **D. Brubaker Cover Letter (Dillingham).docx**
22K

D Brubaker Resume (Dillingham).docx

COMMANDER LEE M. FOLEY, COMMANDER, U.S. NAVY (RET)

(907) 331-4287

malamuteman2@gmail.com

PROFESSIONAL EXPERIENCE

PRESIDENT

May 2001 – Present

Save The Wolves Foundation, Inc., Bethel, Alaska

A non-profit, 501(C)3 organization advocating and supporting the reintroduction and preservation of wolves in the wild.

- Merge efforts with other advocacy groups in seeking protection for all wolf species
- Utilize social media venues to lobby for wolves to remain on the Endangered Species Act
- Market wolf-inspired items to heighten awareness for protection of wolves
- Develop and implement concepts to highlight attempts to eradicate wolves

CITY MANAGER

July 2008 – May 2014

City Council, Bethel, Alaska

Directed and managed highly advanced programs responsible for the operation and maintenance of City processes and procedures.

- Established vision of capital initiatives and improvements uniting diverse business units to achieve and maintain optimum fiscal and operational health
- Led and directed efforts that achieved five consecutive unqualified annual financial audits, the last resulting in the City being designated as a low-risk audit municipality
- Successfully managed multiple upgrades and improvements with projects ranging from \$2 Million to \$24 Million Dollars
- Directed day-to-day operations of the sixth largest city in Alaska through nine (9) municipal departments with a workforce of 126 full-time employees
- Consistently presented annual balanced budgets with surpluses for Council approval

PORT DIRECTOR

June 2007 - July 2008

City Manager, Bethel, Alaska

Served as Chief Administrator of the only medium-draft port in southwestern Alaska

- Allocated and regulated use of port facilities including the Seawall, Petroleum Dock, Cargo Dock, and Small Boat Harbor
- In collaboration with the Assistant Port Director, rewrote the Terminal Tariff that included rates, rules, and regulations for all terminal services
- Implemented steps that returned the Seawall Maintenance Fund to solvency

SENIOR HOMELAND SECURITY SPECIALIST November 2004 – May 2007
Innovative Emergency Management, Inc., Salt Lake City, Utah

Worked in team environment to broaden emergency management understanding and applications with State and Local Governments

- As Team Lead for the National Plan Review, conducted reviews for States nation-wide
- Researched, developed, and wrote grant requests applicable for Improvised Explosive Device (IED) and Underwater Hull Explosive Device (UHED) Detection and Prevention Systems. Played central role in the Port of Los Angeles (POLA) ultimately being awarded a \$12 Million Dollar Grant for improvement of port security
- Assisted in identifying weapons of mass destruction (WMD) and deterring terrorist-related incidents for the Department of Homeland Security's Office of Grants and Training
- As Task Lead for Multi-Jurisdictional Prevention and Response Plan Guidance Development and Technical Assistance Deliveries for FEMA, oversaw deliveries which were made on or before established deadlines and under budget by \$100 Thousand Dollars
- Created terrorist and natural-hazards scenarios to support development of Infrastructure Mitigation Plans for various States.

EDUCATION

Graduate, San Diego, California Police Academy	May 1975
Associate Degree, Business Administration and Finance National University, San Diego, California	May 1977
Bachelor Degree, Public Administration (Magna Cum Laude) National University, San Diego, California	May 1981
Master of Arts, International Relations Salve Regina University, Newport, Rhode Island	May 1989
Master of Arts, National Security and Strategic Studies U.S. Naval War College, Newport, Rhode Island	May 1989

OTHER

Author: MUSTANG – FROM MESSDECKS TO WARDROOM
Published by Heritage Books, Inc., Berwyn, Maryland

Author: EARLY COMMAND – WAY TO GO
Published by Surface Warfare Magazine, U.S. Navy

Author: DESTROYER TENDERS – A COMPARISON
Published by the United States Naval Institute Press

SIGNIFICANT ACCOMPLISHMENTS IN MUNICIPAL MANAGEMENT

As Bethel City Manager I initiated steps and processes that dramatically improved the financial picture of the City. Debts that 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 audits 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 \$24M construction of the Bethel Health and Aquatic Center.

Thank you.

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City of Bethel Investigation Reveals Improper Contracts and Perks

by [Ben Matheson](#) on June 24, 2014



Redacted page in the investigation report.

The Bethel City Council has released a redacted version of its investigation into city contracts, nepotism, and personnel issues. The investigation led to the firing of Bethel’s city manager in May. The investigation reveals improperly awarded contracts, special agreements, and violations of the city’s previous nepotism rule. It chronicles mismanagement by former city manager, Lee Foley. Bethel Mayor Joe Klejka says the case was clean cut.

“We just have to have a city manager who follows the Bethel Municipal Code,” said Klejka.

The Council hired attorney Michael Gatti in February to conduct the investigation for \$40,000. The result was a 46-page report and the council fired Foley in May. KYUK and six other news organizations made a public records request for the document that same month. The report was released Monday.

The investigation outlines problems with contracts, including special agreements with the former finance director, Bobby Sutton who was being flown up from Kentucky to do budget work.

Foley apparently made an agreement with Sutton, without seeking competitive bids, kept an account for his personal expenses, and provided him with numerous other perks. KYUK was not able to reach Sutton Tuesday.

The investigation also describes several improper agreements with a local business, Faulkner Walsh Constructors. The demolition of the old police station was not opened to competitive bidding, but instead done by Faulkner Walsh to pay off debts owed to the city.

“There was code that told him exactly how to do it so there would be documentation, so taxpayers would get their best purchases with the money we’re using for the city,” said Klejka. “That was consistently not followed. Special deals were given to whoever was most convenient for him to pass it out to. In fact it’s not even always clear why he chose what he did choose, because the documentation just isn’t there.”

Attorneys also found informal agreements with Faulkner Walsh to level the teen center for \$19,000, which ended up costing double that and another for vehicle removal.

In addition, attorneys say Foley backdated a lease for the company at the airport sandpit where he had been trespassing several months at the rate of 450 dollars a month. Owner Harry Faulkner declined to speak with KYUK.

Besides Foley’s mismanagement of agreements and contracts, investigators faulted the city for some problems, such as a bad billing system and incomplete record keeping for leases.

In an analysis of nepotism, the report highlights former City Manager Lee Foley’s son Bo, who works in the I-T department. He is apparently the only union employee for whom the city pays full masters degree tuition. He also flew first class on city travel due to his height of about 6 feet 8 inches. The report found several situations that could be in violation of the previous nepotism ordinance, but many details are blacked out. It clears Council Member Heather Pike for her long-term relationship with a city employee.

In a memo listing 29 past and present related employees included in the investigation, Lee Foley made an argument that hiring family members was quite common at the city. None had a waiver from the manager.

KYUK could not reach Foley by phone Tuesday.

It also reveals inconsistency in credit card usage by city employees for personal business.

“We believe the majority of the credit card purchases were probably reimbursed, the big things would be... basically if they don’t pay it back immediately, within the same month, you’re giving them an interest free loan,” said Klejka.

The report includes four pages of bullet pointed recommendations, including several redacted lines. Klejka says a person to deal with all of the many personnel concerns is at the top of the city’s list.

“Probably something we didn’t expect. We found out that we really needed to tighten up our human resources department. Several years ago we eliminated that position, that’s clearly been a mistake,

that's left a lot of holes in the city, a lot things that needed to be shored up a lot. So that's what we really discovered," said Klejka.

The city is currently recruiting for that position. The council recently made its nepotism rules more explicit and tightened up its policies for credit card usage, tuition reimbursement, leave cash out, and city leases. Several sections of the report are blacked out, including what appears to be the portion about allegation of harassment. The investigation has been sent to the District Attorney's office for review. The [full report is available here](#).

Tagged as: [City of Bethel](#), [investigation](#)

Previous post: [Yugtun Qanemcit, Kaugun 24, 2014](#)

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56825

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Send Tip

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Employment

If you are interested in getting involved with KYUK, individual and group volunteers are always needed. We currently have employment [opportunities](#).

Site Credits

The KYUK website is updated daily by our news reporters, djs, and tv producers. Our site was built by [Chris Ho](#) and runs on [Wordpress](#).

Contact Us

Monday-Friday 8am-5pm

907.543.3131

P.O. Box 468

Bethel, Alaska 99559

[Our Staff](#)

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CITY OF BETHEL INVESTIGATION

On June 24, 2014, KYUK's Ben Matheson published an article entitled "City of Bethel Investigation Reveals Improper Contracts and Perks." Because the article is slanted and plays loosely with facts, I would like to make the following statement for the record.

The case was not as clean cut as Mayor Klejka stated in the article although he was correct in stating that that the City has to have a City Manager that follows the rules. What he failed to say was that the Council and previous managers operated in a similar manner, but those actions were ignored.

As City Manager, I did in fact enter into a working agreement with former City Finance Director Bobby Sutton without seeking bids. At the time Mr. Sutton was preparing to relocate to Kentucky, the City was gearing up in preparing for the annual financial audit. While basic accounting is the same for all accountants, a complete understanding of the City, the auditing team, and what it would take to achieve an unqualified audit for Bethel was knowledge only Mr. Sutton had. A contracted accountant may, and I emphasize may, have gotten the City through the audit, but I feel confident that the audit would not have been unqualified and the City would not have been designated as a future low-risk financial audit entity without Mr. Sutton. Bobby was also tasked with working with the City Manager and department heads to develop a balanced budget to present to Council. Since the current Finance Director was unable to report for duty until January 20, 2014, Mr. Sutton's involvement in the budget process was critical. The end result was a balanced budget with modest surplus being presented to Council for consideration. It should be noted that in the several years prior to my hiring as City Manager, the City had a negative credit rating, balanced budgets had not been submitted to the Council, and the City had consistently qualified (negative results) financial audits. A solid and

consistent team effort by department heads, Mr. Sutton, and myself reversed these negatives. When I *chose* to be terminated rather than resign on May 12, 2014, Bethel enjoyed a five star credit rating and the financial picture of the City was positively solid. To claim, or suggest, that my agreement with Mr. Sutton did not evolve from a competitive process would be correct. To claim, or suggest, that the agreement was detrimental to the City is an outright falsehood. The facts unequivocally show that the City benefited greatly from achieving an unqualified audit and receiving a low-risk audit designation. The City also benefited by achieving a balanced budget with surplus despite facing a potential shortfall of \$1,000,000.00 in sales tax revenue.

With respect to improper agreements with Faulkner Walsh Constructors, the City benefited financially by employing this company to demolish the old police station. At least 3 local entities responded to verbal inquiries as to interest in the job, but all declined. The Council was urging the Administration to move forward expeditiously and not waste time in getting this job done (a review of Council meeting minutes will bear this out as well as checking with the Acting Public Works Director), so I viewed it as a win-win situation. We got the building demolished and removed and Faulkner-Walsh Constructors worked off a debt owed to the City. This method, although unorthodox and not in accordance with the BMC, enabled the taxpayers to get the best bang for their buck. None of their tax dollars were used, or paid out, and in fact, \$30,000.00 in debts owed to the City were recovered through work that had to be done. The Mayor's statement that the Code was consistently not followed and that I routinely made special deals that were convenient to me is an out and out lie and borders on slanderous. Any actions I took while serving as City Manager, correctly or incorrectly, benefited the City and the taxpayers. To state otherwise is not true.

There was an agreement with Faulkner Walsh to level the Teen Center for \$19,000.00, but it didn't end up costing double as Mr. Matheson's article states. Other items were factored in and the current Parks & Rec Director has meticulous records. I would suggest interviewing her to obtain the facts instead of writing fiction. Nevertheless, this work was not accomplished strictly in accordance with the BMC.

I did, in fact, backdate the lease for the airport sandpit. When Council brought it to my attention that "some entity" was using City land without authority, I investigated and determined that the land was being occupied by equipment belonging to Faulkner Walsh. FWC was previously occupying that space and the lease payments were being made by Unit Company. The area was being used as a laydown area for Unit Company and for the subcontractor (FWC) while building the new National Guard Armory. Following completion of subcontract work on the National Guard Armory, FWC's equipment continued to occupy the space, but Unit Company stopped paying the lease. Subsequently, I took steps to ensure that occupation of the land was paid for so that the City, and thus the taxpayers, were not being cheated. Since it was brought to my attention after the fact, the only way to fix it was to backdate the lease and collect monies owed to the City.

Our billing system could have been better and it was something the Finance Department was constantly tweaking to make it more efficient and user friendly. Record keeping of leases was addressed and corrected before my termination.

To suggest that I, in any way or manner whatsoever, interfered in by son's employment, training, or travel, with the City is patently untrue. Many employees over the years obtained Bachelor Degrees and did graduate work that was paid for by the City as an incentive to retain quality folks. Nepotism in various forms in violation of the Code have taken place over the last 10-12 years and included City Managers and

sitting Council members. A partial listing was provided to Mr. Michael Gatti during the course of the investigation, but that listing has not been released to the public. To imply that I was the lone violator of this portion of the Code is ludicrous. As to first class travel for my son, he has every receipt for every trip he took on City business. If you interview him and view the receipts, it'll be readily apparent that he only traveled first class once and that was because the airline screwed up his schedule and upgraded his seating to make amends.

On several occasions, including travel to the last AML Winter Conference in Anchorage, several Council members traveled first class. I know this to be true because I was on the plane with them. If first class travel for employees is prohibited, why can Council members travel first class on the City's dime. You may want to solicit travel records of Council members from the City Clerk to see why this happened more frequently than one would expect.

I have the utmost respect for Councilmember Heather Pike and, in fact, voted for her each time she ran for Council. I believe she does a superb job for the City and truly represents the voters. However, I obtained a legal opinion at my own expense, that was ultimately concurred in by a local attorney, that determined a direct blood relationship between Councilmember Pike and the City employee did exist through the recent birth of their biological child. Whether or not they are married is immaterial. In the law's view, their biological child relates them by blood. The Council can put whatever spin they want on this topic, but it is quite easy to verify the blood relationship. When the Council revised the nepotism rule in the Code recently, they essentially made retroactive something that they were adamant in saying they would never do.

I never received a phone call from Mr. Matheson. I did receive and email to which I responded from the Philippines, explaining the time

and date differences and offering to respond to questions via email. These efforts were never responded to by Mr. Matheson.

It was Councilmember Pike's push that finally resulted in the City reverting back to a professional Human Resources Manager rather than an HR Assistant. The HR Manager's position had been abolished by a previous Council and never reinstated despite efforts by my Administration to do so. This is a vital position and I applaud Councilmember Pike's efforts to make this a reality.

Because of various media requests for copies of the report, the investigation was sent to the DA's office for review. In this way it could be released to the public in redacted form.

A handwritten signature in black ink that reads "Lee M. Foley". The signature is written in a cursive style with a long, sweeping tail that ends in an arrowhead pointing to the right.



Tim Pearson <timpearsonak@gmail.com>

DLG -- Dillingham -- Foley, Lee -- application -- 2021

Tim Pearson <timpearsonak@gmail.com>
To: Tim Pearson <timpearsonak@gmail.com>

Wed, Feb 3, 2021 at 3:49 PM

----- Forwarded message -----

From: **Lee Foley** <malamuteman2@gmail.com>
Date: Sat, Jan 16, 2021 at 9:41 PM
Subject: Dillingham
To: Tim Pearson <timpearsonak@gmail.com>

Hi, Tim,

Per my earlier email, attached is my resume and significant accomplishments statement submitted in consideration for the CM position in Dillingham.

--

Thanks again.


Best Regards,
Lee

##

3 attachments

 **Resume 2021.pdf**
372K

 **Significant Accomplishments.pdf**
152K

 **ADN Article and Rebuttal.pdf**
2077K

SCOTT W. MESZAROS

MPA, CMC, ICMA-CM

103 Bear Drive
P.O. Box 2215
Seward, Alaska 99664
Cell: (719) 510-8471
e-mail: scottimesz@msn.com

OBJECTIVE To obtain the position commensurate as City Manager for Dillingham, Alaska

WORK CITY MANAGER

EXPERIENCE Seward, Alaska (Kenai Peninsula Borough)

**May 1, 2019 to
October 26, 2020**

- Chief Administrative Officer serving a seven-member Council, responsible for the day-to-day operations, organizational development and success of the Home Rule City
- Managing all operations of a City with 12 departments; 98 FTE's (140 total) and \$38M budget
- City Departments include; full service Fire, Police, Port and Harbor, Public Works; Streets, Sewer and Water, Electric Utility, IT, Finance, Administration, Community Development, Library/Museum, Motor Vehicles, Alaska Sea Life Center, Providence Hospital and Health Clinic
- Worked to reconstruct management team following extreme Council/Administration turnovers
- Robust seasonal impacts; 90 cruise ships, approximately 1.3 Million visitors
- Initiated focus on much-needed improvements related to housing and economic development, emergency management, community growth, and municipal capital infrastructure
- Employee Classification and compensation study (GovHr), Utility Rate Studies initiated
- Effective negotiator with experience in labor relations and collective bargaining; IBEW/APEA

Noteworthy Accomplishments:

- Successfully created and implemented Seward Housing Development Incentive Program
- Worked with US Senator Dan Sullivan for Coast Guard Fast Response Cutter (\$33.4M Federal)
- Founding Member of AML Online Sales Tax Project
- Robust Financial operations management with 7 Enterprise Funds
- South harbor launch ramp replacement 2019, northeast launch ramp/paving project in 2021
- Completion of Seward Marine Industrial Center (SMIC) expansion project; new breakwater, installation of 10 ton cargo crane, fencing, heated wash down pad, construction of fishing pier, repairs to North Dock, upgraded electrical transformers. Corresponding demand created extensive leasing operations which have significantly improved revenue generation and business attraction
 - Worked with Alaska Railroad on dock facilities and growing economic climate for transportation and freight handling. Worked with DOT and FAA to finalize Seward Airport construction project
 - Partnership with JAG Alaska led to increased marine repair activity and increased employment opportunities for local trade industries. Expansion of the 330-ton lift dock and pit is encouraging growth in maritime transportation, ship repair, commercial fishing, land development and related business sectors. Annually 27 million pounds of commercial fish crosses Seward docks- value \$42M
 - Seward's downtown corridor and housing construction has experienced revitalization and redevelopment on a scale not seen in numerous years during my tenure even during the height of the COVID-19 Pandemic

April 2012 to
May 2, 2019

TOWN MANAGER
Meeker, Colorado (Rio Blanco County)

- Chief Administrative Officer accountable to a seven-member Council, responsible for the day-to-day operations and long range success of the Statutory City
- Experience in Industry Sectors; Oil and Gas, Coal, Outdoor Recreation and Natural Resources
- Updated; Strategic Planning, Budget and Capital Improvement processes with community input
- Revamped; Financial Operations and Investments, HR and Staffing, Training and Performance

Noteworthy Accomplishments:

- Coordinated Major Resubdivision opening up 1800 acres for Commercial/Industrial use
- Secured numerous Federal and State grants for various infrastructure and economic development projects, reduced debt obligations and healthily enhanced reserve funds
- Instrumental partner in establishing a County-wide 1GB Fiber-optic system project
- Obtained Main Street “Candidate” status, completed National Historic District designation
- Established an Urban Renewal Authority (URA); appointed as its first Executive Director
- Contracted and worked with “Better City, LLC” economic development group- 5 years
- Major water system upgrades and utility extensions doubling the water capacity for growth and development sustainability. Construction Projects; New 90,000 Square foot full service Hospital with Assisted Living Facility, Airport redevelopment and enhanced runway. New builds; Fire Hall, County Jail and Courthouse, Library, Elementary School. High School Expansion project

April 2005 to
May 1, 2012

TOWN CLERK
Monument, Colorado (El Paso County)

- Performed a variety of professional, administrative, and managerial duties to assist the Town Manager and ran the Administration Division
- Council agendas and packets, operations of boards and commissions
- Managed; liquor licensing, business licensing, and special events. Heavily involved in the financial planning and New Town Hall design-build construction project
- Designated Election Official managed all municipal elections and initiatives/referendum
- Rapid growth and private development occurred, between 2000 and 2012 the municipality averaged population growth of **28% per year**, over 1 Million square feet of retail development

August 2003 to
March 2005

COUNCIL MEMBER
Monument, Colorado

- Town operations and decisions including legislation, policy-making, and budget approval
- Provided managerial direction and recommendations to the Town Manager and Mayor
- Comprehensive Plan subcommittee member

April 2004 to
March 2006

ADJUNCT PROFESSOR
National American University

Colorado Springs and Denver, Colorado Campuses (evening programs)

- **Courses instructed:** (Hospital Administration/Medical Assistant Curriculum); Planning, Managerial Accounting I/II, Proposal Writing/Grant Administration, Report Research and Technical Writing, Financial Administration of Health Services, Health Care Administration I/II, Introduction to Medical Assisting, ICD-9/Medical Coding, Anatomy & Physiology I/II, Pharmacology, Medical Terminology

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GRANT ADMINISTRATOR

Douglas County Sheriff's Office, Castle Rock, CO

- Initial person hired into position. Reigned in existing grants and developed Grant Department
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December 1994 to
May 2000

OT CLINIC MANAGER

UNITED STATES NAVY

Occupational Therapy Department, OT/PT Technician

National Naval Medical Center (NNMC), Bethesda, MD

- Managed all departmental administrative functions and prepared department budget
- Provided detailed levels of planning, patient records, scheduling, and cost estimating
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- Direct patient care, department supply officer, deployments aboard USNS COMFORT
- Bulldog- OCS Program support, US Marines Quantico, VA

EDUCATION

MASTER OF PUBLIC ADMINISTRATION (MPA)

Troy State University- Troy, Alabama

Public Management emphasis

Graduated summa cum laude 2000- Class Valedictorian

BACHELOR OF SCIENCE (BS)

Colorado State University-Pueblo

Biology (Sports Medicine/Management emphasis)

Graduated 1994

Head Student Athletic Trainer

LEAD Scholarship- CSU leadership development program

TRAINING

CM Credential Manager- ICMA Certification

Colorado Institute for Municipal Clerks- University of Colorado at Boulder (CMCA)

Stronger Economies Together (SET) - USDA Rural Development Initiative, one-year program

Citizen Participation –Institute for Participatory Management & Planning (Hans Bleiker)

Main Street Program- Training and participation as a Candidate Community (Meeker, CO)

Colorado Municipal League- Attended Numerous Annual Conferences

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MEMBERSHIPS

International City/County Management Association (**ICMA**)

Alaska Municipal Managers Association (**AMMA**)

International Institute of Municipal Clerks Association (**IIMC**)

January 4, 2021

RE: SCOTT W. MESZAROS SIGNIFICANT ACCOMPLISHMENT IN MUNICIPAL MANAGEMENT

I have worked in Municipal Government beginning in Aquatics lifeguarding, teaching swimming lessons, and worked my way into becoming an EMT and supervisor at the recreational level until I completed College and went into the U.S. Navy. I went in for a Graduate program that the Navy could not fulfill my contract on. I continued my contract for the six years and encountered one of the most influential people in my life, CDR Peggy Westerbeck-Silva. She believed in me, she urged me to complete a different graduate study program, and to lift myself up by leading by example and providing excellence in whatever capacity I should find myself (at that time), or at anything to come.

I have an eclectic government experience background, but what I see as the most significant accomplishment I have achieved is in trying to replicate what was done for me, and lift others up, while providing excellence in work, and service. I believe that I have done this in every capacity that I have been involved since that experience that took me to another level. I build strong teams, and empower those around me to be the best that they can be. I value this as my most significant accomplishment. I have a passion for municipal governance and serving those to which I am privileged to do so.

My resume has a snapshot of projects, accomplishments and other things that I have been involved in or an instrumental part of. I take pride in making organizations, people, and communities better by giving honest, dedicated, excellent service.

Scott W. Meszaros

SCOTT WILLIAM MESZAROS
P.O. Box 2215 | Seward, AK 99664-2215
Cell: 719-510-8471 | Email: scottimesz@msn.com

City of Dillingham Manager Search
c/o Pearson Consulting
P.O. Box 190694
Anchorage, AK 99519
Email: timpearsonak@gmail.com

January 4, 2021

RE: DILLINGHAM CITY MANAGER POSITION

Dear Mr. Tim Pearson, Mayor and City Council Members,

Please accept this cover letter, current resume and references, in response to the recruitment announcement for your City Manager position.

As a City Manager I have acquired all of the qualification experiences directly related to those you detail in your advertisement. I have EOC and FEMA training and certifications as you desire as well.

I thrive at leading and supporting and developing a diverse staff of passionate and talented Department Heads and employees in further developing an outstanding organization with a continuous focus of providing excellent customer service.

I am a strategic thinker who easily sees the big picture and long-term vision. I take pride in representing my municipality and constituents with humility and integrity, and effectively advocate for high quality, sustainable services. I am a forward-thinking leader with an open mind and eye towards addressing high priority community needs, while also following through on smaller tasks and issues.

It is an honor to be considered for this leadership role in your community, I certainly desire to learn more about this opportunity and each of you.

Sincerely,



Scott W. Meszaros, MPA
CMC, ICMA-CM

SCOTT W. MESZAROS

MPA, CMC, ICMA-CM

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Tim Pearson <timpearsonak@gmail.com>

Dillingham City Manager Submission for Scott Meszaros

Scott Meszaros <scottimesz@msn.com>
To: Tim Pearson <timpearsonak@gmail.com>

Mon, Jan 4, 2021 at 12:15 PM

Good Morning Tim,





I am submitting my materials for consideration in the Dillingham position.
Certainly I am very interested in this new opportunity.

Please let me know if there is anything you need further.

Thank you,

Scott W. Meszaros

4 attachments

-  **Scott Meszaros Dillingham Cover Letter.doc**
30K
-  **SCOTT W MESZAROS RESUME.doc**
68K
-  **Letter accomplishment Scott Meszaros.doc**
24K
-  **Reference Sheet.doc**
30K

Robert Zartarian

PO BOX 876

Cooper Landing, Alaska

(802) 355-5558

robertzartarian@gmail.com

PROFILE

My collective experience from living on three continents has given me a unique background to draw from when relating to different people and different circumstances. I have lived in large cities and the remote Alaskan bush, as such I am comfortable in a wide range of environments. My greatest strength would be my ability to see what can go wrong before it does and plan accordingly.

EXPERIENCE

Project Manager - ESS - Pogo Mine, AK - 2020

Managing the surface support services for a 500 person work camp with an annual budget of six million dollars. Direct staff supervision over 45 associates. Departments included culinary, housekeeping, maintenance, and janitorial. Under my direction our account was brought in under budget while improving client services.

General Manager - Alpine Inn Motel - Cooper Landing, AK - 2018-2020

A seasonal motel located in the heart of Cooper Landing, along the Kenai River. The general manager position is responsible for all business operations along with maintaining the infrastructure of the buildings and grounds. In two seasons I lowered operating costs by greater than 20% and increased sales by greater than 15%.

Owner/Operator - Zartarian Custom Contracting - 1995-2020

ZCC covers all aspects of both Residential and Commercial building and remodeling; specializing in custom tile and Master Bath installations.

Owner/Operator - Go Tango Argentino - Buenos Aires, Argentina - 2009-2012

Private and group classes, performing onstage and for private events, DJing, planning, and catering for Argentine Tango events. Based in Buenos Aires, Argentina while also traveling and working in North America and Europe.

Private Chef - French Embassy - Reykjavík, Iceland - 2008-2009

Planning and preparing the daily meals for the Ambassador while also planning and preparing all formal meals held by the Embassy.

Executive Chef - Black Lantern Inn - Montgomery, VT - 2007-2008

A small inn and restaurant providing a fine dining experience in the mountains of Vermont, serving 12-120 people nightly.

Head Coach - John Bapst Memorial High School - Bangor, ME - 2000-2003

Head Varsity Wrestling Coach, Head Varsity Football Coach, and part-time substitute teacher.

Head of Maintenance/Personal Trainer - Gold's Gym - Bangor, ME - 2000-2002

Maintaining the building's infrastructure, repairing gym equipment, instructing members on proper exercise techniques, and designing fitness programs to meet their goals.

Executive Sushi Chef - The Matterhorn Restaurant - Stowe, VT - 1999-2000

SKI magazine's #1 Après-Ski Restaurant in North America 1995. An eclectic venue with a wood fired oven for pizza and wings, a kitchen for the tapas menu and a Sushi Bar. We would serve 50-500 people nightly.

Restaurant Manager/Chef - Geraldo's Restaurant - Fairbanks, AK - 1996-1997

A small Italian restaurant serving dinner to 50-125 people nightly.

Assistant General Manager - The Resort at Circle Hot Springs, AK - 1994

The resort consisted of a 4 story hotel, 8 cabins, 10 motor inn style rooms, a geothermally heated pool, an airstrip, a full service restaurant, and a bar.

EDUCATION & CERTIFICATIONS

Governor Dummer Academy - Byfield, MA

Cum Laude 1989
President of the Senior Class
Student Center Director

University of New Hampshire - Durham, NH

Honors Program
Restaurant/Hotel Administration
Resident Hall Assistant 3 semesters

Kenai River Guide Academy 2019 - Kenai, AK

Tied for the highest score in the class with one other student

TAP - Training for Alcohol Professionals

Expires April 2021

SKILLS

Professional Photographer
Skilled Outdoorsman
Singer/Songwriter/Acoustic Guitar
Martial Arts Instructor
Former EMT (Emergency Medical Technician)
Raised Huskies and worked with sled dogs in Alaska

HONORS & OFFICES

Francis Parkman Scholarship winner 1988
United States Coast Guard Academy appointment Class of 1993
B.U.R.N. New England Division Vice President 2013
- An International volunteer organization working directly with State
Officials and Law Enforcement to bring missing children home safe.



Tim Pearson <timpearsonak@gmail.com>

City Manager Vacancy

Robert Zartarian <robertzartarian@gmail.com>
To: timpearsonak@gmail.com

Wed, Feb 10, 2021 at 10:53 PM

Hello Tim,


I would like to submit my resume for consideration regarding the Dillingham City Manager position..

My most significant accomplishment in management was turning around the Support Services provided by ESS at the Pogo Gold Mine. The project was running over budget and all departments were in disarray due to a lack of knowledgeable onsite leadership. By connecting with the staff to create a team atmosphere the services improved and the client's view of our services went from poor to pleasant. By focussing on our finances, streamlining work hours and efficiently utilizing monetary expenditures, the \$6 million account was brought in under budget. Unfortunately the corporation and my views of acceptable business ethics clashed and I was asked to leave the position.

Though I have not been in the municipal sector the principles of good management are the same. Care about what you are doing, who you are doing it with, and all the while understanding your budget.

Thank you for any consideration.

Sincerely,
Robert Zartarian

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