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EXPERIENCE

CITY OF ASHEVILLE, NORTH CAROLINA - ASSISTANT CITY MANAGER

May 2014 to present

- Responsible for overseeing and supporting the following departments: General Services, Communications/ Public Engagement, Human Resources, Finance, Information Technology, Fire, Police, Parks and Recreation, City Manager's Office and Water Resources
- Assist the City Manager in the overall operation of the City

CITY OF BOULDER, COLORADO - DEPUTY CITY MANAGER

May 2008 to April 2014

- Responsible for assisting in the day-to-day management of City Departments and services that encompass 1,250 employees, 100,000 residents and a budget of approximately \$240 million.
- Lead collective bargaining negotiations with all employee unions including Fire, Police and municipal employees.
- Provide project management for flood recovery efforts, cable and electrical franchise negotiations, budget stabilization strategies and Blue Ribbon Commission on expenditures and efficiencies.
- Supported the following departments in day-to-day coordination of functions: Police, Fire, Municipal Court, Housing, Human Services, Library and the Arts, Open Space and Mountain Parks, Parks and Recreation, Information Technologies, City Clerk, Communications, Community Planning and Sustainability, Public Works, Utilities, Transportation, Finance, Human Resources, Downtown University Hill Management District and Parking Services, City Manager's Office and University Liaison.

TOWN OF CANTON, CONNECTICUT - CHIEF ADMINISTRATIVE OFFICER

January 2006 to April 2008

- Responsible to the Board of Selectmen for authority and administration of all departments, agencies and non-elected officers of the Town which included the development and implementation of \$8 million budget.
- Serve as Personnel Director and Purchasing Agent.
- Advise and counsel Board of Selectmen, staff and Board and Commission members on matters of a statutory and policy nature.

TOWN OF NEWINGTON, CONNECTICUT - TOWN MANAGER

May 2001 to January 2006

As Chief Executive Officer, directly responsible for developing and implementing \$80.8
million budget including capital planning, reporting; supervision and administration of
all Town Departments, Offices and services.

- As Personnel Director, responsible for personnel administration of over 200 Town and non-certified public school employees.
- Serve as Public Safety Director, encompassing a Police Department with 44 sworn officers and a Volunteer Fire Department with 110 volunteers.
- Served as Assistant Town Manager from May 2001 through January 1, 2002.

TOWN OF SIMSBURY, CONNECTICUT - ASSISTANT TO THE FIRST SELECTMAN

- May 1996 to May 2001
- Town Departments.

 Evaluate Town policies and draft new or amended policies for final action; assist with

· Assist First Selectman in day-to-day operations of Town Hall and service provisions of

- Evaluate Town policies and draft new or amended policies for final action; assist with drafting and implementing adopted ordinances and administrative policies.
- Responsible for management of government relations between Town and officials and agencies at the federal, state and local levels; and officials in the not-for-profit and forprofit sectors.

TOWN OF EAST HARTFORD, CONNECTICUT – ASSISTANT CORPORATION COUNSEL/ADMINISTRATIVE ASSISTANT TO THE MAYOR

May 1993 to May 1996

- Provide legal counsel and advice to various Town departments, elected and appointed officials and Town Boards and Commissions.
- · Provide legal representation in litigation and claims involving the Town.
- · Advise and counsel Department heads on policies and procedures.

EDUCATION

UNIVERSITY OF VIRGINIA, WELDON COOPER CENTER FOR PUBLIC SERVICE

Completed Senior Executive Institute training, July 2011

WESTERN NEW ENGLAND UNIVERSITY SCHOOL OF LAW

Juris Doctor Degree

Recipient, American Jurisprudence Award for Excellence in Contracts

TRINITY COLLEGE (HARTFORD, CONNECTICUT)

Bachelor of Arts, Political Science

ACTIVITIES

- Admitted to practice law in the State of Connecticut
- Member, International City/ County Management Association
- Member, Western North Carolina City and County Manager Association
- Member, North Carolina Arboretum Society Board of Directors
- Member (former), Colorado City and County Manager Association
- Governor's Appointee, Connecticut Police Officer Standards and Training Council (POST) – 2008
- · Member (former), Connecticut Town and City Management Association

PARTICIPATION ON

EXPERIENCE

CITY OF ASHEVILLE, NORTH CAROLINA - ASSISTANT CITY MANAGER

May 2014 to present (2 years, 3 months)

CITY OF BOULDER, COLORADO - DEPUTY CITY MANAGER

May 2008 to April 2014 (5 years, 11 months)

TOWN OF CANTON, CONNECTICUT - CHIEF ADMINISTRATIVE OFFICER

January 2006 to April 2008 (2 years, 3 months)

TOWN OF NEWINGTON, CONNECTICUT - TOWN MANAGER

May 2001 to January 2006 (4 years, 8 months – including 7 months as Assistant Town Manager)

TOWN OF SIMSBURY, CONNECTICUT - ASSISTANT TO THE FIRST SELECTMAN

May 1996 to May 2001 (5 years)

TOWN OF EAST HARTFORD, CONNECTICUT – ASSISTANT CORPORATION COUNSEL/ADMINISTRATIVE ASSISTANT TO THE MAYOR

May 1993 to May 1996 (3 years)

EDUCATION

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