

Dear Prospective Community,

I have over twenty successful years in municipal management and government service. Nearly twelve of those are in Alaska.

I am pursuing your open position with a deep-seated optimism for a successful relationship with your council, citizens, tribal entities and stakeholder businesses. My optimism springs from participating in what councils and cities can achieve together by focusing on shared, common goals. My years of successful experience working with local governments, citizens, state legislators, our Delegation, business owners, and chambers of commerce have well prepared me to fill your interim position. I was born in Oregon and grew up in Northern California. Later, I received my formal education and life lessons wrapped in the bedrock work ethic of the Midwest's Northern Plains.

I set high personal and professional standards for myself and consistently achieve shared goals by working effectively with elected officials, citizens, and staff. By nature, I am innovative, and goal-results oriented. My proficient ability to critically listen and effectively communicate orally and in writing allows me to utilize available resources to develop effective programs and solutions. Professional successes include critical budget management, high leadership skills that resulted in employee retention, creative resolution strategies, economic development, and project initiation and completion. I am confident in my administrative abilities and have a strong record of working effectively with elected officials, city staff, regional entities, the public, non-profits, and business interests. I have served in leadership positions with the Alaska Municipal League, the National ICMA and on the NW ICMA Regional Nominating Committee. My 'style' fosters trust and encourages commitment and partnership in others. I excel in citizen-city complaint resolution, enjoy the challenges of city administration, and meet each day with optimism for the discovery of often hidden opportunity. I was the longest serving manager in Seward, seven years, and was also the longest in Whittier at five years.

My personality is energized, motivating, and appreciative of humor. I respect the team approach and passionately believe in the open-door rule. It is my policy to delegate appropriately and take full responsibility on all levels. My professional nature is thick skinned, and I am highly experienced in the political and media arenas. I would appreciate an opportunity to interview for the position and to discuss your challenges and opportunities.

Thank you for your consideration and I look forward to speaking to you soon.

JAMES S. HUNT

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Please call for availability

MANAGEMENT AND ECONOMIC DEVELOPMENT

Management leader with extensive record of achievement developing and implementing plans that align with city goals. Expanded business opportunities to even the economic table by creating highest quality environment for new and existing businesses. Partnered with community, city council, and staff to seek funding, lead projects, expand and strengthen infrastructure, grow the economy, and improve the business climate. Discover and implement innovative programs fostering energy efficiency for communities. Promotes supportive and collaborative working environment focused on people, processes, and procedures with commitment to accountability for performance results.

Led Whittier, Alaska into Financial Recovery and stability after years of administrative disarray.

Built a Professional Whittier Management Team that is ethical and respected in Alaska.

Successfully led effort to recoup nearly \$1,000,000 for earthquake damage repairs from the Governor of Alaska after Whittier was overlooked by FEMA.

Established a positive community renaissance during the Pandemic and State of Alaska budget crisis.

Led lobbying efforts at the Alaska State Capital and in Washington D.C. to continue funding for the highly unique \$40,000,000 Shotgun Cove/US Forest Service/Chugach Alaska Native Corporation project partnership for development of recreation and housing opportunities.

Awaiting \$5,000,000 dollars in new federal appropriation bill to begin mitigation and demolition of the Buckner Building. A decade's old environmentally hazardous structure.

Led Seward, Alaska to its greatest economic boom in history by securing and appropriating nearly \$85M in grant funds to expand and strengthen the business environment enabling them to thrive, upgraded and enhanced city infrastructure and improved Seward's quality of life.

Received ongoing recognition for cultivating a positive business climate and promoting the city as ideal new business destination.

Demonstrated influential relationship management and negotiation skills by obtaining US Army Corps acquiescence of financial responsibility of \$2.3M for Lowell Canyon Tunnel repairs and flood mitigation and addressing the catastrophic threat to City of Seward.

Partnered with Huna -Totem Corporation and Norwegian Cruise Lines to build a new destination cruise port in Whittier.

CORE COMPETENCIES

Team Building & Conflict Resolution
Collaborative Leadership Strategies
Comprehensive Planning
Emergency Management
Operations Oversight

Economic Development Strategies
Staff Training & Development
Government Administration
Budget & Risk Management
Land Use & Zoning

PROFESSIONAL EXPERIENCE

CITY OF WHITTIER, AK

2018-2023

City Manager

Managed Municipal Departments, employees, and enterprise funds. Developed, planned, and implemented strategies to meet goals, and instituted or upgraded policies established by city council. Lead budget development and administration; created forecasts and appropriated funds and critically monitored expenditures. Lead projects and programs, including significant infrastructure replacement and new build. Served as leader for economic development, and lobbyist employer of state and federal lobbyists to much success. Stabilized a foundering administration including the police department. Updated the city code, policies, and procedures. Established high levels of trust among the council, citizens, and administration. Resurrected two failing major departments by recruiting Alaska-experienced people. Worked closely with state and federal lobbyists. Successfully represented the city in lobbying efforts and trips to Juneau and Washington D.C.

City Manager

Managed 98 FTE, 8 enterprise funds and served as Incident Commander of Seward during several city emergencies. Developed, planned, and implemented strategies, and instituted or upgraded policies established by city council. Lead budget development and administration; created forecasts and appropriated funds and monitored expenditures. Lead projects and programs, including significant infrastructure improvements. Partnered with outside organizations to establish long-term programs and improvements. Cultivated and maintained relationships with citizens, businesses, and local and state government officials. Worked closely with state and federal lobbyists. Successfully represented the city in lobbying efforts and trips to Juneau and Washington D.C.

Highlighted Achievements:

- Secured \$26M in grant funding and appropriations for Seward Marine Industrial Center expansion and rehabilitation, including completion of 1000 feet of breakwater construction, new pier with 33 ton Travelift and expansion of Travelift dock, increasing interest in business development and year-round employment opportunities.
- Leveraged and appropriated \$16M in grant-funded upgrades to the city's electrical system, saving residents hundreds of dollars per household. Transitioned electric utility to automated system to allow for additional reductions for ratepayers. Updated city emergency generation system.
- Diversified and expanded economic impact of local market by introducing and highlighting new and existing businesses, outside fishing and tourism industries, resulting in a near zero unemployment rate and 20%+ increase in sales tax revenues.
- Collaborated with Alaska Small Business Development Corporation, Seward Chamber of Commerce, and Bering Sea Fisherman's Association to create the Seward Blue Pipeline Incubator program within Alaska Ocean Cluster Initiative to grow and develop new and existing businesses.
- Successfully retrieved \$5.5M of federal funds earmarked for road repair and replacement that had stalled at Department of Transportation (DOT) for over 5 years prior to tenure allowing for safety improvements, noise reduction, and aesthetic upgrades. Project completed in a single summer.
- Spearheaded largest and most crucial upgrade to wastewater system, including complete dredging of 2 sewer lagoons and improved aeration; secured funding to construct and equip new water storage tank with an emergency generator at minimal cost to ratepayers.
- Supervised new construction of \$10M library and museum.
- Awarded over \$8M in grant funding for harbor float replacement.

MERIDIAN, IDAHO POLICE DEPARTMENT

2010-2011

CITY OF MT. ANGEL, OR

2007-2009

City Administrator

Maintained full management authority to appoint department heads and administrative employees during a difficult political period. Re-established departmental goals and evaluations. Restored effective and transparent communication between city staff, city council, and citizens. Designed and implemented development of a city transportation and growth management concept plan. Collaborated with outside organizations to develop activities and projects to enhance community opportunities.

CITY OF ONAWA, IOWA

2004-2007

City Administrator

EDUCATION

University of South Dakota, Vermillion, SD
Bachelor of Education with minor in Social Science

FEMA Emergency Training Institute: Emmetsburg, MD
ICS All Hazards 900 Preparedness and Response

Alaska Municipal League Continuing education in municipal management, economic development, emergency preparedness and recovery, community planning and zoning.

ICMA ongoing education, training, and professional development

PROFESSIONAL ORGANIZATIONS

International City Managers Association (ICMA): Past Alaska West Coast nominating board member, past State of Alaska representative to International City Manager Association and to Northwest ICMA Region.

Current member and past Alaska Municipal Manager's Association representative to the Alaska Municipal League Board of Directors and to ICMA

Alaska Mariculture Alliance member

Past member Alaska Municipal Managers Executive Board

Voting member of Alaska Fisheries Development Foundation (AFDF)

Past Alaska SeaLife Center Board of Director

Accredited Marine Port Executive - continuing membership Maine Maritime Academy

City of Whittier Chamber of Commerce member

Past charter Kenai Borough Board Member for the Eastern Peninsula Highway Emergency Safety Area

Served on Prince William Sound Economic Development Board

World Trade Center Alaska member

United Fisherman of Alaska member

Member of Alaska Fisheries Development Foundation