

Brian J. Geoghegan

Attn: Mr. Robert Burg
c/o: Ralph Andersen & Associates

(sent via email)

Re: City of Miami Beach, City Manager Position

January 24, 2021

Dear Mr. Burg

This letter is to express my interest for the position of City Manager for the City of Miami Beach as recently advertised.

Attached you will find my resume that highlights certain aspects of my career, all of which meet or exceed the traits expected of a progressive City Manager. I am sure that by this point you are receiving resumes and letters of interest from many viable candidates. While many of these candidates are undoubtedly well qualified, I can assure you that few can offer the variety and well-rounded experiences I would bring to the City of Miami Beach. Aside from 25 years' experience in Law Enforcement, I bring forth experience in all fields of Emergency Services (as both a Firefighter and a Paramedic), by way of both volunteer and paid services. My formal education is highlighted by attaining my Master's Degree and completion of the Certified Public Manager Program as well as countless work-related training programs on the topic of Management and Supervision. Most recently, I have continued my educational path towards earning my Ph.D. in Public Policy and Management. Additionally, I am also an Adjunct Faculty member for Fairleigh Dickinson University, where I teach Graduate level classes in Management and Supervision.

My law enforcement position had enabled me to gain the experience of initiating new projects, while managing a highly technical unit as well as acting as a liaison to our Community Policing Program. My experiences span government administration, investigative work, inventory control, personnel instruction, training, policy and procedure development, law enforcement and emergency operations functions, and management operations of a governmental entity. I have been involved in labor relations and budgeting in addition to extensive grant management experience. Most of my law enforcement tenure was spent in an investigative and supervisory capacity requiring interaction with persons from all walks of life. Interaction with public spanning from various professionals to those with little or no education were accomplished daily, through delivery of excellent customer service.

My experience as a small business owner has given me the unique perspective to be more fiscally responsible to the taxpayer and various stakeholders of an agency, through practicing personnel management and cost analysis. Through my various employment positions and holding elected office, I have learned to navigate through a political environment requiring the ability to provide guidance to an elected body even when the proper recommendation may not always be the popular one.

Currently, I am serving in the capacity of Township Manager for Howell Township NJ. Howell Township is a 61-square mile town with a population of almost 60,000 residents and a \$54,000,000 operating budget and a \$7,200,000 Sewer Utility budget. During my tenure as a Manager, and previously as an Administrator, I have initiated several new programs that lend themselves to cost savings, efficient operations through inter-local agreements, and initiatives that mutually benefit the municipality's coffers and our local businesses, even terminating Shared Service Agreements after determining they were no longer cost effective. During previous positions, guiding the Municipality's recovery through the aftermath of 'Hurricane Sandy', has led to an increase in recovered funding, through managing extensive insurance claims and FEMA reimbursements. Each town where I have worked has owned and operated its own Sewer Utility, managed under the Manager/Administrator.

Based upon the needs of City of Miami Beach, I bring extensive experiences in General Administration, and all facets of Emergency Services including, Police, and Fire as well as Emergency Medical Services (not listed in resume, as I maintain EMT-Paramedic certification). I also have experience in Finance and Labor Relations, as well as navigating the FEMA process of disaster recovery. Furthermore, I am an elected Fire Commissioner in Toms River, overseeing an operating budget of over 3 million dollars, and have implemented cost savings that reduced our overall budget by 10% in one year, without any reduction in services. Furthermore, I volunteer for a non-profit by serving on the Board of Directors of Silverton Emergency Medical Services.

If selected for this position, I can offer a unique, potential cost savings measure to the City through potential waivers of healthcare and/or pension contributions, if available. I am a member to the International City/County Management Association and have contributed to the field of Management through my position as an Adjunct Faculty member of Fairleigh Dickinson University and mentoring other retired Law Enforcement Officers seeking to transition to a Manager/Administrator position. As required by the listing, my current annual salary is \$188,440. The Township provides a 10% match to a deferred compensation account, the use of a vehicle; and although offered, I do not receive health insurance benefits from Howell Township. My employment agreement is currently being re-negotiated.

In closing, I believe that you would agree that my combined experiences in both the public and private sectors, combined with my formal education would make me a viable candidate for the position of City Manager. I look forward to the opportunity to move forward in your selection process. I thank you for allowing me this moment to introduce myself and look forward to proving myself worthy of being an asset to the staff and stakeholders of the City of Miami Beach.

Sincerely,

Brian J. Geoghegan

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Management & Supervision / Public Safety / Government Affairs / Training

Experienced Public Safety/ Management Professional with well-developed organizational leadership abilities, teaching, instructional and interpersonal communication skills and more than 25 years of experience in all aspects of Public Safety and Government Operations including Investigations, Labor Relations, Human Resources, and Training & Development. Focused on cost efficiency, risk mitigation, employee and supervisor training, and problem solving.

EDUCATION

M.S., Administrative Science , Fairleigh Dickinson University, Teaneck, N.J. Earned Certificates- Supervisory Management, Global Leadership Administration, Administrative Science	May 2008
B.S., Administration of Justice , University of Phoenix, Phoenix, Az.	May 2006
Certified Public Manager , Fairleigh Dickinson University	May 2007
Mobile Intensive Care Paramedic , Ocean County College	April 1994

PROFESSIONAL EXPERIENCE

Howell Township, Howell, NJ 2017-Present

TOWNSHIP MANAGER- Howell Township

- Manage the daily operations, strategic planning and policy oversight of Council-Manager form of Municipal Government in a 61 square mile town.
- Directed professional and Administrative staff, to include handling Personnel matters, Labor Relations, Disciplinary Issues, negotiating Collective Bargaining Agreements, Contract Administration, and Purchasing.
- Oversight of annual Municipal Operating Budget of approximately \$51 million, including a municipally owned Sewer Authority and implementing best business practices as a matter of cost savings.

Highlands Borough, Highlands, NJ 2016-2017

BUSINESS ADMINISTRATOR- Highlands Borough

- Manage the daily operations, strategic planning and policy oversight of Municipal Government
- Directed professional and Administrative staff, to include handling Personnel matters, Labor Relations, Disciplinary Issues, negotiating Collective Bargaining Agreements, Contract Administration, and Purchasing in a NJ Civil Service environment.
- Oversight of annual Municipal Operating Budget of approximately \$11 million, including a Municipally owned Sewer Authority and implementing best business practices as a matter of cost savings.
- Leading on-going recovery efforts from Hurricane Sandy, to include the design, construction and transition into a new Municipal Building.

Borough of Ship Bottom, Ship Bottom, NJ 2014-2016

BUSINESS ADMINISTRATOR- Borough of Ship Bottom

- Manage the daily operations, strategic planning and policy oversight of Municipal Government
- Directed professional and Administrative staff, to include handling Personnel matters, Labor Relations, Disciplinary Issues, negotiating Collective Bargaining Agreements, Contract Administration, and Purchasing.
- Oversight of annual Municipal Operating Budget of approximately \$7 million, including a Municipally owned Sewer and Water Authority and implementing best business practices as a matter of cost savings.
- Oversight of Personnel Management to include discipline and Compliance issues.

Fairleigh Dickinson University, Teaneck, NJ 2014-Present

ADJUNCT FACULTY-School of Administrative Science

- Designing curriculum to meet University Standards and instructing a wide variety of topics to include:
- School of Administrative Science- Master of Arts in School Services Administration (MASSA), instructing "Impact of Terrorism on College Safety".
- School of Administrative Science- Master of Administrative Science (MAS), instructing "Ethics and Values in Public Service Administration".

- School of Administrative Science- Master of Administrative Science (MAS), instructing “Administrative Leadership in Complex Organizations”.

Jackson Township, Jackson, NJ

1994-2014

Traffic Bureau Supervisor, Sergeant (Retired)-Jackson Police Department

- Planning and managing of large-scale events within the Township, consisting of both planned events and emergencies.
- Effective grant writing and positioning, leading to the securing of funding for a variety of projects and enforcement details.
- Write grants and secure funding for various projects, while managing a budget for both this unit and Special Projects.
- Both conduct and oversee investigations of Criminal violations surrounding Fatal and Serious Motor Vehicle Crashes, as well as fraudulent motor vehicle document cases.
- Act as a liaison to other governments and private sector representatives.
- Analyze statistical data and coordinate, plan and implement resources for directed enforcement activities while designing and implementing new programs spanning Enforcement, Education and Engineering
- Creation and implementation of programs that have resulted in a significant reduction in fatal motor vehicle crashes
- Recognized as a Subject Matter Expert- “NJ Governor’s Teen Driver Study Commission Report” (Published March 2008)
- Management Team and Instructor for Incident Command System, trained to the Command General Staff, I-400 Level.

BUSINESS EXPERIENCE

Lamp Post Inn, Owner/ Manager, Pine Beach, NJ

2007-2020

Along with my spouse, we own and operate a full-service 150 seat bar/restaurant and catering service, operating 7 days per week. Responsible for administrative tasks, paying bills and invoices, managing inventory control and filing of required reports. Oversee a staff of 25, including Wait Staff, Bartenders, and Kitchen Staff, vendor management, menu selection and promotions

SilverTin Properties, LLC, Owner/ Partner, Various locations throughout NJ, Fl, and Tx.

2002-2007

I owned and managed a Real Estate Partnership that included purchasing, renting, and developing of real estate, was responsible for coordination of work, both rehabilitative and new construction, interviewed and selected candidates for rental properties. I managed seventeen properties in three states and averaged returns on properties sold in excess of 150% of money invested.

TRAINING AND CERTIFICATIONS

Emergency Medical Technician	Firefighter- Level 1, Level 2	Mobile Intensive Care Paramedic
Basic Telecommunicator Training	SFST/DWI Enforcement	Breath Test Operator
Method of Instruction	Hazardous Materials- Level 2 Responder	Highway Drug Interdiction
Crash Reconstruction	Advanced Traffic Engineering	Arson Detection
Drug Recognition Expert (Instructor)	Incident Command System (I-400)	Interview and Interrogation
Criminal Crash Investigation	FBI- Leadership and Supervision	Port Security
Incident Command System- Train the Trainer	NJ Incident Management Level 3	Fire Company Officer 1 & 2

OTHER COMMUNITY INVOLVEMENT

Toms River Fire District #2, Toms River, NJ

2015-Present

FIRE COMMISSIONER, Appointed/ Elected

Silverton Emergency Medical Services, Toms River, NJ

1987-Present

BOARD OF DIRECTORS, LIFE MEMBER, VOLUNTEER EMT

Silverton Volunteer Fire Company, Toms River, NJ

1999-Present

LIFE MEMBER, VOLUNTEER FIREFIGHTER

Veterans of Foreign Wars- Sons of the American Legion, Toms River, NJ

2007-Present

MEMBER