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1 FRANK H. OGAWA PLAZA • 3RD FLOOR • OAKLAND, CALIFORNIA 94612

Office of the Mayor
Jerry Brown
Mayor

(510) 238-3141
FAX: (510) 238-4731
TDD: (510) 839-6451

Letter of Appointment

December 2, 2003

The Honorable City Council
One City Hall Plaza, Second Floor
Oakland, CA 94612

Dear Councilmembers:

I hereby request that you confirm my appointment of Deborah Edgerly as Interim City Manager.

Ms. Edgerly has been a dedicated City of Oakland employee for 17 years. I am confident her management experience and leadership skills will help the City in this time of transition.

If you have any questions or concerns, please feel free to contact me.

Respectfully,


JERRY BROWN
Mayor

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DEBORAH A. EDGERLY

PROFILE

Executive Management/Supervision...Leadership...Analytical

Skills... Interpersonal and Presentation Skills... Able to effectively motivate and supervise executive management and operating personnel to achieve maximum results. Demonstrates definitive abilities in leadership, planning, organization, decision-making and problem solving. Able to analyze and simplify complex subjects and present them effectively. Diplomatic and persuasive in written and verbal presentations. Adept at communicating effectively with people of diverse interests and levels of authority.

PROFESSIONAL EXPERIENCE

INTERIM, CITY MANAGER, City of Oakland, Oakland, California (July 2003-Present) Under policy direction of the Mayor and City Council, plans, organizes, coordinates and administers, through senior executive staff, all City functions and activities; provides policy guidance and coordinates the activities of Agency Directors; fosters cooperative working relationships with civic groups, inter-governmental agencies and City staff.

DIRECTOR, BUDGET/ FINANCIAL SERVICES AGENCY, City of Oakland, Oakland, California (1997-2003) Managed four divisions consisting of Accounting, Revenue, Treasury and Parking; directly and indirectly supervised a staff of 207 employees.

- Reviewed and analyzed City revenues and expenditures; ensured the collection of \$100M+ in local revenues.
- Received Certificate of Excellence from the Government of Financial Officers Association for the successful and timely completion of the Comprehensive Annual Financial Audit (CAFR).
- Developed and delivered the City's Budget-in-Brief.
- Successfully organized and participated in the City's first Investment Tour.
- Administered and monitored all debt activity including issuance, compliance activities and investor relations. Used extensive experience in debt management to establish a website for disclosure purposes.
- Refinanced and restructured City debt which resulted in multi-million dollar savings.

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- Successfully managed the City's cash and assets including a \$185M operating portfolio, insured safety of principal, liquidity and adherence to the City's investment policy.
- Implemented a new Parking Citations Assistance Center which eliminated the need for the program to be run through outside contractual services.

DIRECTOR, REVENUE, City of Oakland, Oakland, California (1995-1997)

Managed 74 employees performing functions within Business Tax, Revenue Audit, Collections and Mandatory Garbage, Parking Meter Collections, Parking Violations Bureau and parking citations adjudication.

- Succeeded in the implementation of an aggressive non-compliance program which increased Business Tax revenues \$8M in two years.
- Implemented a debit/credit card payment program which allowed citizens to conveniently pay all collection related debts (i.e., Mandatory Garbage, Real Estate Transfer Tax, etc.) by mail and/or telephone.
- Developed an outreach tax informational program which resulted in a marked increase in public awareness and positive image for the City's tax collection program.

SUPERVISORY / BUDGET AND OPERATIONS ANALYST, City of Oakland, Oakland, Ca. (1986-1995) Supervised four(4) Budget Analysts that provided support to City agencies/departments; developed the City's operating capital and Redevelopment Agency budget.

- Developed and conducted Budget training for City employees.
- Established long term and short term goals and work plans.
- Demonstrated success in strategic planning and project management.
- Assisted management in projecting future problems and developing solutions.

EDUCATION

MASTER OF PUBLIC ADMINISTRATION (M.P.A) (1980)

San Jose State University, San Jose, California

BACHELOR OF ARTS, POLITICAL SCIENCE (1975)

San Jose State University, San Jose, California

APPOINTMENTS

Treasurer/Secretary, Coliseum Joint Powers Authority (JPA)
Board Member, Oakland Municipal Employees Retirement Board (OMERS)
Board Member, Police and Fire Retirement Board (PFRS)
Board Member, Employee Relations Board, League of California Cities
Executive Board Member, Chabot Space and Science Center

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