

NEAL G. BERLIN
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October 12, 2012

Council Members Albus Brooks, Chair and Susan K. Shepherd, Vice-Chair
Health, Safety, Education and Services Committee
Attn: Debra Bartleson - City Council Legislative Services
City and County Building – Room 450
1437 Bannock
Denver, Colorado 80202

Dear Council Members Albus Brooks, Chair and Susan K. Shepherd, Vice-Chair:

My Civil Service Commission appointment expires at the end of the year. I would favorably consider reappointment and will be pleased to meet with you to provide additional information, as there is significant misinformation circulating about the Civil Service Commission. My original appointment was in 2006.

The members of the Civil Service Commission are talented and knowledgeable. We work well together even when dealing with contentious issues. The Commission is in the process of resolving an unprecedented number of serious disciplinary appeals. In addition, a comprehensive revision of the disciplinary appeal hearing process is in progress. This will create a process that is conducted as an appeal of an administrative decision rather than a de-novo action such as a criminal court case.

I am the only Commission member with an extensive background in local government administration. This includes many years of oversight of police and fire service operations, including appointment and discipline issues. Also, there were occasions where I worked directly with public safety personnel in critical incidents. As a city manager, my experience frequently focused on the resolution of complex and volatile community issues.

The Civil Service Commission has established productive relationships with the public safety departments, the office of the Safety Director, and community groups. Occasionally we meet in the community. These meetings are beneficial in resolving the misconceptions about the Commission.

Additional information, with references, is enclosed. Thank you for your consideration.

Sincerely yours,



Neal G. Berlin

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EXPERIENCE

Present: City Manager (retired); Director, Developmental Disabilities Resource Center (vice-president) Lakewood, providing services for persons with special needs in 4 counties; Commissioner, (vice-president) Denver Civil Service Commission; President, Windsong at Pinecrest Homeowners Association

December 1995 - September 2001: City Administrator, City of Ann Arbor, Michigan.

March 1986 - January 1995: City Manager and October 1994 - January 1995 Project coordinator for Ridge Center Redevelopment (Red Rocks Community College), City of Arvada, Colorado.

February 1975 - February 1986: City Manager, City of Iowa City, Iowa.

September 1967 - February 1975: Town Manager (first), Town of Hanover, New Hampshire.

Other positions: Assistant and Acting City Manager, Pueblo, Colorado; Instructor in Government and Public Administration (part-time) University of Maryland, Korea; Military Service.

KNOWLEDGE, SKILLS, MANAGEMENT STYLE

Supervision and management of all city departments, including personnel, finance, utilities, cultural services, police and fire. Actual work experience in many operating functions of city government.

Successfully execute challenging operational issues, emergencies and volatile personnel situations.

Collaboratively with employees develop performance and service standards to strengthen customer service commitment.

Effectively use leadership and management skills to develop consensus.

Relate to customer perspective and develop acceptable solutions even in volatile circumstances.

2

Myers-Briggs Type: (ENFJ) Outstanding leader of groups; place people as being of highest importance and priority; always trustworthy; unusual ability to relate to others with empathy; intuition tends to be well developed; work well in complex situations requiring the juggling of much data; like to have things settled and organized preferring to plan work.

WHAT OTHERS SAY (Reference summary prepared by the Mercer Group, Inc. for City of Ann Arbor)

Emphasis on collaborative team efforts with a focus on service delivery. Impressed with ability to direct staff, to work closely with council and to bring together various groups, forging relationships which run smoothly and function constructively for the benefit of the community. Outstanding organizational skills. Excellent at being able to deal fairly and effectively with citizens.

EDUCATION

1995: University of Denver, Institute for Strategic Studies; graduate program in dispute resolution, collaborative decision making, negotiation and mediation.

1985 July: Harvard University, John F. Kennedy School of Government, Program for Senior Executives in State and Local Government.

1960 September - September 1961: University of Colorado; advanced study in public administration.

February 1960: University of Michigan, Gerald R. Ford School of Public Policy, Master of Public Administration.

June 1958: Illinois Wesleyan University, Bachelor of Arts in Political Science. Special studies at American University, Washington, D.C.

REFERENCES

Dan Muse, Former City Attorney, City of Denver. 303.344.0160

Ron Sloan, Director, Criminal Bureau of Investigation, State of Colorado. Former City of Arvada Police Chief. 303.239.4202.

Ari Zavaras, Former Executive Director, Department of Corrections, State of Colorado; and former Denver Police Chief and Director of Safety. 303.980.9490

Larry Donner, Fire Chief, City of Boulder. 303.441.3350