

# OFFICE OF MAYOR-ELECT MIRO WEINBERGER

## MEMORANDUM

TO: Members & Members-elect of the Burlington City Council

FROM: Mayor-elect Miro Weinberger

DATE: March 31, 2012

RE: Appointment of an Interim Chief Administrative Officer

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I respectfully submit for your approval the name of Paul R. Sisson as Interim Chief Administrative Officer (CAO) of the City of Burlington for a term of approximately three months, until June 30, 2012. The funding for this appointment is available within the FY2012 budget. I will return to you before June 30<sup>th</sup> to seek either an extension of this interim appointment or a permanent CAO appointment.

As you all know, my number one priority as Mayor will be management of the City's finances. We face immediate decisions regarding the FY2013 budget and pressing matters regarding the City's credit ratings. For these reasons, I am requesting that you take action on this matter at the first meeting of the new City Council on Monday.

### **Extensive financial experience and long-standing Burlington commitment**

Paul has excellent qualifications for service as Burlington's Interim CAO.

A 1978 University of Vermont graduate with more than three decades of in-depth financial experience, Paul, a licensed CPA, would be a tremendous asset to the CAO's office and the City. Paul excelled during a 26-year career with KPMG, a 23,000-employee US audit, tax, and advisory services firm. While at KPMG, Paul served a wide variety of clients, ranging from governments, healthcare organizations, non-profits, small manufacturing companies and, later in his career, larger, publicly-traded companies. Paul retired from KPMG in June 2004, after having attained the status of partner for his final 16 years with the firm.

Since 2004, Paul has worked as a self-employed financial consultant. A sample of the clients Paul has served can be found on the attached resume. Paul has an extensive connection to Burlington and deep roots in our City. He lives in Burlington and serves on the board of directors of ECHO. He also has previously served on the board of directors of the United Way. Paul's paternal grandfather served as Pastor of The First Baptist Church and was a founder of the YMCA in Burlington. His maternal grandfather was a salesman for Hagar Hardware, and his great-grandfather was an officer of The Howard Bank.

I have known Paul for two years, having first met him during our mutual service on the ECHO board where Paul is very well-respected for his steady chairmanship of the organization's Planning and Finance Committee.

### **Effective Leadership of Weinberger Budget and Transition Teams**

When I created a Budget Team nearly two months ago, on February 2<sup>nd</sup>, I asked Paul to chair the team and charged the team with beginning the hard work of examining, understanding, and preparing our City budget for FY2013. In early March, I asked Paul to serve as co-chair of my Transition Team.

Paul's extensive volunteer effort on both my Budget and Transition teams has been exemplary.

### **Purposes of an Interim Appointment**

A three-month appointment will achieve two goals:

- Immediate full-staffing of the CAO's three leadership positions during critical budgeting period. This appointment will allow the current Interim CAO, Scott Schrader – who is currently filling two jobs – to return to his full-time position of Assistant CAO for Administration. Rich Goodwin will continue to serve as the Assistant CAO for Finance.
- Interim staffing pending completion of department review. We are reviewing the current organization of the CAO's department and may propose reorganizational changes to the City Council in the coming months. An interim appointment will allow us to reserve a permanent appointment until this review is complete.

I will be reaching out to each of you to discuss this appointment in the next few days. I hope to have spoken with all of you directly about it before Monday night.

Thank you for your consideration.