

BOBBE FITZHUGH
873 Esterbrook Road, Douglas, WY 82633
(307)359-3311 (cell) (307) 358-6457 (home)
Bobbe@consultCBI.com

Well-respected and dynamic leader with 30 years of municipal government experience. Strong organizational, communication and writing skills. Strategic and innovative thinker. Skilled problem-solver with strong collaborative process experience. Trainer for municipal employees and governing bodies on a variety of topics.

PROFESSIONAL EXPERIENCE

COMMUNITY BUILDERS, INC.

2009-present

President/Consultant

- Incorporated new start-to-finish consulting, planning and development business.
- Completion of grant/loan requests for state, federal and private funding sources.
- Facilitation of staff and city council strategic planning sessions.
- Development of public participation plans, feasibility studies and needs assessments for long-term care housing options in a number of Wyoming communities.
- Development of municipal official brochures on a variety of topics for Wyoming Association of Municipalities.

CITY OF DOUGLAS, WYOMING

1993-2009

City Administrator

- Provided leadership, direction and management for a rural, mineral-impacted community.
- Developed operating and capital budget and fund-reserve policy that allowed city to face tough state and national economic times with minimal negative local fiscal impact.
- Supervised 75 full-time employees with \$15 million total municipal budget, including \$9 million operating budget.
- Obtained state and federal grants for major infrastructure and community development projects.
- Developed performance measurement systems for city services, strategic planning efforts resulting in county-wide growth policy planning process and facilitated flow and understanding of ideas and information among municipal officials and citizens.

CITY OF DOUGLAS, WYOMING

1979-1993

Administrative Assistant

- Responsible for performing a variety of human resources and administrative functions.
- Significant experience in human resources management, including development of initial wage and salary structure, policy manual, position specifications, job evaluation and performance appraisal system.
- Development of systems for recruitment and selection of employees.
- Strong background in municipal budget preparation, grant writing and administration, contract negotiation.

WYOMING ASSOCIATION OF MUNICIPALITIES (WAM)

1995-2009

Member Board of Directors, Chairman of Budget and Personnel Committees; Vice-Chairman - Energy, Environment and Natural Resources Policy Committee; member - Transportation, Public Works Committee; member Legislative Services Committee

- Provided overall policy direction to 99 member-city municipal league.
- Responsible for major fund-raising campaign for new office facility for association.
- Developed and implemented processes for evaluation of executive director and other staff.
- Performed legislative advocacy work for WAM with Wyoming State Legislature.
- Participated in design and implementation of non-profit natural gas supply company (Wyoming Community Gas) to provide options to regulated utility monopoly.

WAM LEADERSHIP TRAINING SERVICES (WAM-LTS)

1996-2008

Continuing Education Program – served as Chairman and member of Board of Directors

- Assisted with creation, development and implementation of 501-c-3 organization to provide continuing education program for local appointed and elected officials.
- Drafted various documents for publication by WAM including Ethics and Integrity, Effective Meeting Procedures, Form of Government in Wyoming.
- Provide curriculum-based training for municipal officials at State Municipal League conferences.

CITIZEN'S ADVISORY GROUP ON SOLID WASTE MANAGEMENT

2004-2007

- Served as Chairman of Wyoming Governor Dave Freudenthal's CAG culminating in development of recommendations for Wyoming Solid Waste Management Facility practices including regionalization of landfills and renewed recycling emphasis.
- Crafted and successfully orchestrated passage of legislation to formalize recommendations for implementation.

EASTERN WYOMING COLLEGE – DOUGLAS BRANCH CAMPUS

1980-1987

Part-time Instructor

- Taught courses in Government of the United States and Wyoming and Effective Supervisory Practices for college students.
- Developed syllabus, exams, special project requirements using core curriculum developed by main campus administrators.

EDUCATIONAL DEGREES AND CERTIFICATIONS

- Bachelor of Arts – Political Science - University of Wyoming - 1977
- Master of Public Administration – University of Wyoming - 1979
- Credentialed Manager – International City/Management Association (ICMA) – 2003 - demonstrating significant experience as senior management executive in local government and commitment to professional development. 1st City Manager/Administrator in Wyoming to achieve this volunteer credentialing.
- Governance Award – completed Continuing Education Program for Wyoming Association of Municipalities – 2005
- National League of Cities Leadership Training Institute Bronze Level - 2005
- Main Street 101 Certification – National Trust for Historic Preservation – 2008
- Grants Management: Planning, Implementing, Monitoring and Evaluation - 2009

PROFESSIONAL AFFILIATIONS

- International City Management Association (ICMA)
- Great Open Spaces City Management Association (GOSCMA)
- Wyoming Association of Municipalities (WAM) – 12-year member Board of Directors
- Leadership Training Services Corporation – Board Member, Chairman
- Member of Leadership Cadre for Western Regional Institute for Community-Oriented Public Safety (WRICOPS)
- Converse Area New Development Organization (CANDO) Board Member

NOTABLE ACHIEVEMENTS

- 30 year Service Award – International City/County Management Association - 2009
 - Wyoming Association of Municipalities Presidential Leadership Award – 2001 and 2007
 - District 5440 Rotarian of the Year -- 2003-2004
 - Business Person of the Year – Douglas Board of Realtors – 2002
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COMMUNITY VOLUNTEER ACTIVITIES

- Bobbi's House – Chairman of Board – obtained private and foundation grant funding to renovate historic home for reuse as Hospital Hospitality House for family members of local hospital patients; drafted and managed construction contracts; developed non-profit organizational documents, budget and Business Plan for operation of facility.
 - Rotary District 5440 Youth Exchange Committee Chairman - recipient of 2007-2008 USA/Canada Outstanding District Award.
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