

ANGEL L. JONES

PROFESSIONAL EXPERIENCE

NOVAD Management Consulting

Senior Consultant/Project Manager (07/2012 – Present)

- v Responsible for developing business rules and techniques to ensure data quality for the U.S. Department of Housing and Urban Development (HUD) complex Multifamily and Healthcare data systems by collecting, cleansing, and integrating the data for analytical purposes.
- v Provided project management oversight in designing new methodologies/reporting tools to meet the U.S. Department of Health and Human Service's needs in providing administrative and financial oversight of the \$50+ billion Affordable Care Act requirements.
- v Provided Business Process Re-engineering services that involved an analysis of business processes and IT systems for HUD's Office of Housing Counseling by documenting current business processes; including redesigning and implementing LEAN business process re-engineering techniques resulting in traceability of workflow and more efficient workload distribution.

City of Gaithersburg, Maryland - City Manager's Office

City Manager (09/2008 – 06/2012)

- v Served as Chief Executive Officer for Gaithersburg, Maryland (60,000 population); responsible for the administration and management of the operations of a full service municipal organization with 378 employees.
- v Provided proactive executive leadership experience to the Mayor/City Council while communicating and implementing the vision for the organization.
- v Led the development and management of the \$52 million budget; funded and executed the strategic priorities.
- v Ensured the effective and efficient operation of various departments (Police, Public Works, Planning & Code Enforcement, Recreation and Parks Services, Economic Development, Information Technology, Public Information, Finance, and Human Resources).
- v Established economic development incentives that encouraged previously stalled development projects to move forward accounting for 4,500 new residential units and facilitated the relocation of Novavax, IT Innovative Solutions and Adventist HealthCare's headquarters, while retaining Sodexo's North American Headquarters - accounting for over 1,000 jobs.
- v Provided management oversight and coordination of administrative functions, including but not limited to, developing and executing budgets, strategic planning, performance management, procurement, grants administration, emergency preparedness, records retention, facilities/construction projects.
- v Utilized technology to inform and engage the public and enhanced transparency.
- v Appointed, directed and evaluated department directors; responsible for the development and retention of competent executives for the team.
- v Developed succession plans focused on the organization's future needs; measured potential leaders on the basis of their competence, connection, and culture.
- v Established and maintained collaborative working relationships with federal, state, county, regional partners, and community organizations.

- v Represented the City at community/civic, faith-based, educational, business, and professional meetings; served on various boards and commissions.

City of Eugene, Oregon - City Manager's Office

City Manager Pro Tem/Assistant City Manager (01/2007 – 08/2008)

- v Served as Chief Executive Officer for Eugene, Oregon (163,000 population); responsible for the administration and management of the operations of a full service municipal organization with 1,547 employees.
- v Provided proactive executive leadership experience to the Mayor/City Council while communicating and implementing their vision for the organization.
- v Led the development and management of the \$442 million budget; executed the strategic priorities.
- v Ensured the effective and efficient operation of various departments (Police, Fire, Public Works, Emergency Services, Airport, Planning & Code Enforcement, Wastewater Utility, Economic Development, Parks, Recreation, and Library Services, Public Information, Office of Sustainability, Information Technology, Finance, and Human Resources).
- v Served as an essential member of the Local Organizing Steering Committee with representatives from Nike, State of Oregon, University of Oregon, and Lane County that secured the bid to host the 2008 and 2012 Olympic Track & Field Trials in Eugene generating over \$31 million in economic impact to the local economy.
- v Provided management oversight and coordination of administrative functions, including but not limited to, developing and executing budgets, strategic planning, performance management, procurement, grants administration, emergency preparedness, records retention, facilities/construction projects.
- v Appointed, directed and evaluated department directors; responsible for the development and retention of competent executives for the team.
- v Established and maintained collaborative working relationships with federal, state, county, regional partners, and community organizations.
- v Represented the City at community/civic, faith-based, educational, business, and professional meetings; served on various boards and commissions.
- v Planned, designed, and established through collaboration the City's first Office of Sustainability to address environmental, economic, and resource stewardship goals.

City of Eugene, Oregon - Library, Recreation and Cultural Services Department

Executive Director (07/1999 – 12/2006)

- v Served as the executive director for three departments; provided leadership and general direction for departmental functions including but limited to preparing and executing budgets, facilities/construction management, grant and fee proposals, performance management, financial reporting, and human resources).
- v Hired, managed, and evaluated personnel for assigned areas of responsibility.
- v Prepared budgets that aligned resources to the City's priorities; monitored revenues and controlled expenditures within budget requirements.
- v Served on the City's Leadership Team; assisted the City Manager in policy development and the implementation of the priorities established by the Mayor/City Council/Community; represented the City Manager in his absence.
- v Managed the \$26.7 million public library construction project to guarantee it was completed on time and within budget utilizing state of the art technology designed to reduce operating costs; collaborated with the Architect and Construction Firm to reduce the initial bid price by \$2 million and secured the project.

City of Richmond, Virginia – Parks, Recreation, and Community Facilities Department

Acting Director/Deputy Director/Chief of Administration (10/1993 – 03/1999)

- v Provided leadership and general direction for departmental functions including but not limited to preparing and executing budgets, facilities/construction management, grant and fee proposals, community facilities, parks, recreation, financial reporting, and human resources.
- v Prepared department budgets that aligned resources to the City's priorities; monitored revenues and controlled expenditures within budget requirements.
- v Represented the department at meetings; attended community meetings on behalf of the department.
- v Resolved citizen issues and complaints; responded to requests for services.

Richmond, Virginia – Public Utilities Department

Financial Manager/Financial Analyst (06/1987 – 10/1993)

- v Managed the financial operations of the gas, water, wastewater, and electric street lighting utilities in accordance with generally accepted accounting principles.
- v Developed financial reporting tools to monitor revenues and expenses to ensure payment in lieu of tax projections were achieved.
- v Advised management on rate proposals and cost reduction strategies.
- v Improved quality and reliability of financial information from operations personnel by providing budget guidance; enhanced collaboration between operations and administrative personnel.
- v Tracked and monitored citizen issues and complaints to ensure timely resolution.

Coopers & Lybrand – Richmond, Virginia

Senior Auditor/Auditor (05/1984 – 06/1987)

- v Performed financial management, auditing, accounting, and organizational reviews to identify areas of risk and or opportunities to improve business processes.
- v Maintained client relations that translated into increased business opportunities.

United States Army Reserves (80th Division) – Richmond, Virginia

Captain – Finance/Equal Employment Officer (04/1984 – 03/1998)

- v Performed financial and unit reviews for the 80th Division to identify areas of risk.
- v Developed diversity goals and objectives and monitored compliance.

EDUCATION

Virginia Union University – BS, Accounting – 1984

International City/County Manager's Association - Credentialed Manager Certification - 2012

Senior Executive Institute Graduate, Darden School, University of Virginia - 2005

PROFESSIONAL REFERENCES

Available upon request.