

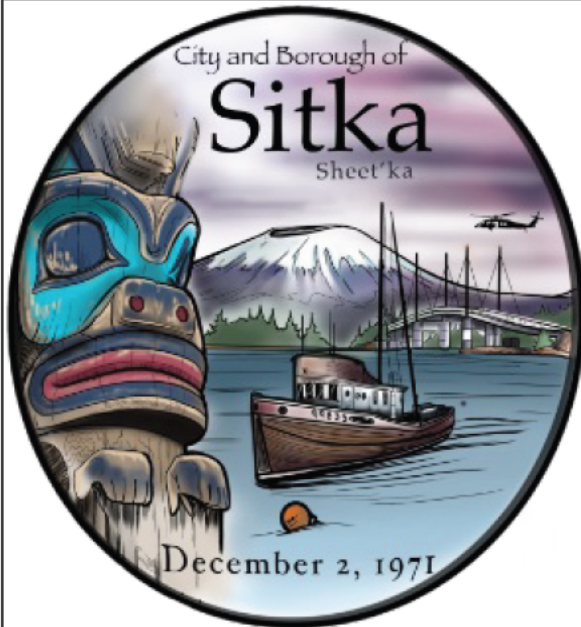
Municipal Administrator Applicant Interview

Steven Dahl

April 9, 2026

7:30 p.m. via Zoom
(time is approximate)

EMPLOYMENT APPLICATION



SITKA, CITY AND BOROUGH OF (AK)

100 Lincoln St.
Sitka, Alaska 99835
907-747-1816
cityofsitka.org

Dahl, Steven W
202400079 MUNICIPAL ADMINISTRATOR

Received: 2/1/26 01:22 PM

For Official Use Only:

QUAL: _____

DNQ: _____

Experience

Training

Other: _____

PERSONAL INFORMATION

POSITION TITLE: MUNICIPAL ADMINISTRATOR	EXAM ID#: 202400079
NAME: (Last, First, Middle) Dahl, Steven W	SOCIAL SECURITY NUMBER: N/A
[REDACTED]	[REDACTED]
[REDACTED]	NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Master's Degree	

PREFERENCES

MINIMUM COMPENSATION: \$100,000.00 per year	ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends	
OBJECTIVE: To help local business work more effectily with City, County, State and Federal government. Along with helping developing programs and contacts that help them grow.	

EDUCATION

DATES: From: 8/1992 To: 9/1994	SCHOOL NAME: Willamette University College of Law	DEGREE RECEIVED: Other
LOCATION:(City, State/Province) Salem, Oregon	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
MAJOR: Alternative Dispute Resolution		
DATES: From: 8/1992 To: 5/1994	SCHOOL NAME: Atkinson Graduate School of Management at Willamette Universtiy	DEGREE RECEIVED: Master's
LOCATION:(City, State/Province) Salem, Oregon	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
MAJOR: Business Management		
DATES: From: 9/1985 To: 5/1990	SCHOOL NAME: Willamette Universtiy	DEGREE RECEIVED: Bachelor's
LOCATION:(City, State/Province) Salem, Oregon	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
MAJOR: Music		

WORK EXPERIENCE

DATES: From: 3/2022 To: 8/2025	EMPLOYER: City of Dundee	POSITION TITLE: City Administrator
		COMPANY URL: dundeecity.org
	SUPERVISOR: David Ford - Mayor	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$9,200.00/month	# OF EMPLOYEES SUPERVISED: 6
DUTIES: Negotiated the first union contract between the city of the fire fighters union. Developed a team that wrote and received over \$1.7 million dollars in grant and earmark funding. These grants covered parks, tourism, firefighting equipment, and street projects. Directed city planning and engineering contractor to work with developers to approve over \$126 million of investment within the city's urban renewal area. Worked with developers for planned unit development and currently working with developers to provide housing to the community. Partnered with the Chehalem Parks and Recreation District to build out a six-acre park within the city's urban renewal area. Hired new contract planners and engineers when needed. Renegotiated the public safety contract with the City of Newberg. Arranged for a tourism masterplan to be developed and help organize a Main Street Organization based on the contracts made through the tourism masterplan. Lead the public works team in lowering the know water loss from above fifteen percent to below ten percent.		
REASON FOR LEAVING: Contract Terminated		
DATES: From: 7/2017 To: 9/2021	EMPLOYER: City of Drain, Oregon	POSITION TITLE: City Administrator
		COMPANY URL: https://drainoregon.org/
	SUPERVISOR: Justin Cobb - Mayor	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$8,750.00/month	# OF EMPLOYEES SUPERVISED: 4
DUTIES: Managed the close out of the \$7,000,000 Wastewater Facility including the final projects and sign off of the loan; Supervised staff during a winter storm event and completed the FEMA grant process to restore 75% of the funds the City spent on the storm; Developed and implemented City Ordinance for Horse and Livestock issues and the growing, selling, and production of Marijuana; Partnered with Oregon Department of Transportation to install speed sign on Highway 38 through town and install a flashing crosswalk sign in Downtown Drain. Renegotiated the contract between the City and Douglas County for Sheriff services; Created the first ever Parks Masterplan for the City of Drain. Completed multiple road projects and arranged for electric cable to be moved underground. Negotiated five-year Public Works Contract. Wrote an intergovernmental agreement to support a brand-new library district. Built a temporary City Hall when mold and damage required the closure of the old city hall. Started the creation of a ten-year study on the City electrical system. Sold timber from City owned resources and developed a plan for sustainable harvest.		
REASON FOR LEAVING: Contract Terminated		
DATES: From: 7/2013 To: 5/2016	EMPLOYER: City of Phoenix, Oregon	POSITION TITLE: City Manager
		COMPANY URL: phoenixoregon.gov
	SUPERVISOR: Jeff Bellah - Mayor	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$7,000.00/month	# OF EMPLOYEES SUPERVISED: 21
DUTIES: Managed the city's budget to come in \$100,00 under budget each year; Initiated the Urban Growth Boundary Process for the City; This include long range plans for transportation, housing, economic growth, and parks; Partnered with local property owners to have them help pay for the studies; Re-organized the Phoenix Urban Renewal Association to give it clear goals and timelines to insure community support; Expanded an infrastructure plan for roads and water lines; replaced failing water meters and pipes cutting known water loss from 25% to 12%; Authorized multiple water, sewer, and road projects in connection with the developed infrastructure plan; Developed a two cent per gallon diesel tax to help pay for future infrastructure needs; Guided the restructuring of the City Charter which passed easily; Instituted a marijuana business license that took care of both recreation and medical sales along with manufacturing; Increased the city's city/county insurance rating from a 65 to a 87 within two years; Passed new outdoor sign and outside light ordinances; Reworked the employee handbook and created a human resource officer position within the city; Successfully negotiated two union contracts; Designed a technology plan that would upgrade the city's computers and needed software every five years; Formed a management book club for the executive staff to create a common management language for the city. Partnered with Oregon Department of Transportation to clear up right of way issues, change the flora program for a new interchange.		
REASON FOR LEAVING: Contract Terminated		
DATES: From: 8/2008 To: 7/2013	EMPLOYER: Oregon Economic Development Association	POSITION TITLE: President/Board Member
		COMPANY URL: OEDA.biz
	SUPERVISOR: Ron Fox - President	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 20	SALARY: \$0.00/month	# OF EMPLOYEES SUPERVISED: 2

DUTIES: Developed and instituted a "new" membership program that increased both membership and revenue to the organization; Created a membership survey to see the industries OEDA members were trying to recruit in hopes of creating joint recruitment opportunities; Established Team Oregon Food Processing; Cultivated recruitment opportunities for OEDA members; Managed the cash flow of the organization from a negative cash flow to having over \$200,000 cash in hand; Organized multiple state wide trainings; Developed long rang plan for OEDA focus; Testified before the legislature concerning economic development matters.		
REASON FOR LEAVING: changed careers		
DATES: From: 8/2007 To: 7/2013	EMPLOYER: City of Grants Pass	POSITION TITLE: Economic Development Coordinator
[REDACTED]	[REDACTED]	COMPANY URL: grantspassoregon.gov
[REDACTED]	SUPERVISOR: David Reeves - Assistant City Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$5,075.00/month	# OF EMPLOYEES SUPERVISED: 0
DUTIES: Developed a regional Economic Gardening program by arranging multiple jurisdictional participation through the Small Business Development Centers in both Jackson and Josephine Counties; Created a City Micro-loan Program to increase capital available to local entrepreneurs; Initiated a virtual building and industrial land "fast track" program for the City of Grants Pass; Expanded a redevelopment loan program to include the major corridors of Grants Pass; Partnered with State of Oregon's Infrastructure Finance Authority to run a trial patient capital program; Coordinated the Business Retention and Expansion Survey Program of Grants Pass/Josephine County; Arranged for two \$100,000 Community Development Block Grants for the Rogue Community College Small Business Development Center for Small Business Training; Collaborated with the Grants Pass/Josephine County Chamber of Commerce to plan and fund a study on the potential effects a destination resort would have on the local business community; Developed a survey of the Historic Downtown as part of creating a Downtown Master Plan and initiated a Main Street Program; Instigated a multi-year "shop local" campaign that brought over 30 business together to increase their adverting reach and increase their sales; Created a partnership between four organizations to create a sustainable local supply chain database; Organized a series of Business Symposiums to offer training in advanced management/business practices; Successfully, recruited both industrial and commercial businesses to Grants Pass and helped multiple businesses expand.		
REASON FOR LEAVING: Take City Manager Position in Phoenix, Oregon		
DATES: From: 6/2005 To: 8/2007	EMPLOYER: Grant County, Oregon	POSITION TITLE: Economic Development Coordiantor
[REDACTED]	[REDACTED]	COMPANY URL: gcoregonlive2.com
[REDACTED]	SUPERVISOR: Dennis Reynolds - County Judge	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$3,500.00/month	# OF EMPLOYEES SUPERVISED: 0
DUTIES: Re-Organized the Budget and Funding for the Grant County Economic Development Department; Raised \$18,000 within 30 days to keep Economic Development Department Open within Grant County; Wrote grants for funding economic activity and infrastructure development within Grant County bringing in over \$2.2 million in grant funds; Developed new business opportunities for existing businesses by helping them create short and long term plans for their businesses; Designed and Facilitated process for creating ten year Economic Development Plans for each city in Grant County; Developed and Initiated a marketing plan for selling State Certified Industrial Land; Recruited new companies to Grant County by attending appropriate conventions, creating advertising, and planning site visits; Enterprise Zone Manager, helped multiple companies receive the Enterprise Zone Tax Abatement and one company the Oregon Advantage Tax Abatement.		
REASON FOR LEAVING: To take job in Grants Pass		
DATES: From: 3/2004 To: 12/2004	EMPLOYER: Delphinias Bakery i.e. The Neighborhood Baking Company	POSITION TITLE: Cheif Financial Officer
[REDACTED]	[REDACTED]	COMPANY URL: delphiniasbakerycafe.com
[REDACTED]	SUPERVISOR: Carolyn Mistell - Owner/President	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$3,000.00/month	# OF EMPLOYEES SUPERVISED: 50

Agency-Wide Questions

- 1. Where did you first hear about this opportunity?**
Alaska Municipal League
- 2. Are you a U.S. Citizen or otherwise eligible for employment in the U.S.?**
Yes
- 3. Have you ever been employed at CBS?**
No
- 4. If you answered "yes" to the previous question, please list the position and dates of employment. If no, please type NA.**
NA
- 5. Do you have any relatives working at CBS?**
No
- 6. Have you ever been convicted of a felony?**
No
- 7. Have you been convicted of a misdemeanor within the last five years?**
No
- 8. Do you have any criminal charges pending against you?**
No
- 9. If you answered "yes" to the previous question, please list the charges. If no, please type NA.**
NA
- 10. Are you 18 years old or older?**
Yes