To: Poulsbo City Council

From: Wil L. Miller

Subject: Cover Letter for Council Position

December 16, 2009

I have used cover letters in the past and know their intended purpose. But, as a long time student of etymology and having an appreciation of the work of lexicography, I referred to my trusty copy of the American Heritage Dictionary for its definition of cover letter. Alas, none was given. However, I was amazed at the number of definitions for cover—approximately 50 in total! Number 8 caught my eye for I had never heard it before. "To copulate with (a female)" why the parenthetical? Oh, my sheltered youth!

Were I not interested in the subject position, I would not have expended the time and effort to submit this application. I trust I have adequately expressed my life experiences relevant to this position in the enclosed documentation. Please excuse the handwritten response. My typewriter is on the bum.

Wil L. Miller
POULSBO CITY COUNCILMEMBER RECRUITMENT

Notice is hereby given that the City Clerk’s Office is accepting applications from eligible residents for appointment to City Council Position No. 3 to fill an unexpired term. The term will begin upon appointment by the City Council and term expiration is December 31, 2011.

Qualifications for Office and Responsibilities of the City Council

Citizens seeking appointment to the City Council must be qualified electors (have the ability to register to vote) and City residents for one year immediately preceding the time of application.

The Council is responsible for enacting all legislation, developing policies, and making general decisions for governing the City. Council duties include adopting and amending City laws; approving the budget; establishing City policies and standards; approving contracts and agreements; and representing the City. The Council meets the first three Wednesdays at 7:00 p.m. each month in the City Council Chambers at City Hall, 19050 Jensen Way. Four Councilmembers constitute a quorum for the transaction of business. Compensation for this position is an annual salary of $6,000.

Interested residents may pick up application packets at City Hall, 19050 Jensen Way NE, or may have them mailed by calling the City Clerk’s office at 360-779-3901. Application materials are also available on the City’s website: www.cityofpoulsbo.com.

Applications must be received by 5:00 p.m., on December 30, 2009. A mailing postmark date will NOT be acceptable. Qualified applicants will be notified of the date and time for interviews.

Jill A. Boltz, City Clerk

NOTIFICATION ONLY: Kitsap Sun
City of Poulsbo

City Council Duties and Compensation

The Poulsbo City Council is the legislative authority of the City of Poulsbo. It adopts ordinances providing for city-wide governance, general policy, city budget, approve contracts, and it is the land use policy decision-making body for our city. The council through proper oversight, also reviews the operation of all city programs and services.

The duties of a city councilmember will likely involve an average minimum commitment of 20 - 30 hours per month for preparation, participation and attendance at various meetings and community activities. Beyond the broad duties previously mentioned, councilmember duties include, but are not limited to:

- Attendance is required at regular City council meetings, which are held the first three Wednesday evenings of each month at 7:00pm. From time to time, the City Council or Mayor may call special city council meetings to handle city business.

- Councilmembers are expected to serve on council committees, regional boards and commissions, and to represent the City Council at various community functions. These various meetings and functions occur normally during the evening, but may also occur on some weekends, and during some week days.

- Some travel is expected locally, regionally, and/or within the state of Washington, involving various organizations which the city of Poulsbo is a member. Council members may also at their discretion travel and attend training, education and/or participate in other organizations at the local, regional, state, or in some instance on the national level. Travel, education, and training expenses for local, regional, state, and national activities are reimbursed in accordance with city policy applicable to all employees and city officials, subject to the budgetary limit set for each councilmember and for the city council as a whole.

Are you willing to prepare, participate and attend the various meetings, and to do these duties? Yes  X  No

Compensation for this position is an annual salary of $6,000.
APPLICATION FOR APPOINTMENT TO POULSBO CITY COUNCIL

POSITION No. 3

Thank you for your interest in serving the community as a member of the Poulsbo City Council.

To be considered, your application must be completed, signed, and received by the City Clerk’s Office at Poulsbo City Hall, 19050 Jensen Way NE, P.O. Box 98, no later than 5:00pm on December 30, 2009. Mailing postmark is NOT acceptable. Additional written information after this date will not be accepted, unless requested by the City Council.

With this application, please submit the following items:

- A cover letter indicating your interest and general qualifications for the position.
- Answers to the Supplemental Questions of no more than six pages total.
- A resume of no more than two pages.

For further information, or if you have special needs regarding the application or the interview process please contact the City Clerk’s office at 360-779-3901.

This application and any correspondence should be addressed to:

Poulsbo City Hall
Attn: City Clerk’s office
Councilmember Recruitment
P.O. Box 98
Poulsbo, WA 98370

(Please print or type all information)

Applicant Name: WILL MILLER

Address: 20122 1ST AVE NE
Zip Code: 98370

Home phone: (360) 697-3557 Work phone (optional): NONE

Email: NONE

Are you related to any elected City official or staff member? If yes, please explain. NO

Occupation: RETIRED RESEARCH SPECIALIST/MID LEVEL MANAGER

LOCKHEED MISSILES & SPACE CO. (LMSC)
Education: AA Architecture; BS Industrial Engineering; BBA Industrial Management; MBA Finance

Professional and/or community activities, including boards and commissions: Logistics - Society of Logistics Engineers (Charter Member); Defense Preparedness Association; Loaned Executive for United Way Fund Drives; Fisaline Volunteer, Pro Bono Aid in Residential Construction for the less fortunate; Many Lockheed/Govt. Committees, Task Forces, Study Groups, etc.

List any experience that would assist you in serving on the City Council: SEE RESUME

The selection process will include a personal interview(s) with the City Council. Date(s) and time of interviews is to be determined. Eligible candidates will be notified of the interview schedule.

Under the laws of perjury of the State of Washington, I declare that the information contained in this application and all attachments to it are true to the best of my knowledge. I also swear, or affirm, that if appointed, I will support the Constitution of the United States of America and the Constitution and laws of the State of Washington.

Applicant’s signature: 

Date signed: 12/16/09
Application for Appointment to City Council Position No. 3

Councilmember Eligibility, Requirements & Public Disclosure

- NOTICE -

- Once a Councilmember application is filed with the City, it becomes a matter of public record.
- The applications received from all candidates who meet the minimum requirements of State law, along with the answers to the supplement questions, will be posted on the City of Poulsbo website as part of the Council’s meeting packet the week of the initial interview.
- If appointed, you will be required by state law to file financial disclosure statements with the Washington Public Disclosure Commission (www.pdc.wa.gov).

To be eligible to be appointed to the Poulsbo City Council, you:

- Must have continuously resided within the Poulsbo City limits for a minimum of one year prior to your appointment to the council, and

- Must be:
  1. A registered voter in the City of Poulsbo. Yes X No
     (RCW 35.23.031)
  2. A resident in the City of Poulsbo continuously for at least one year. Yes X No

  A. How long have you been a resident of the City of Poulsbo? 21 YEARS
     (RCW 35A.12.030)

  B. How long have you continuously lived at your current address? 21 YEARS

      If you have lived at your current address for less than one year, please answer the following questions:
- What was your previous address(es): ____________________________
- How long have you continuously lived at each address? ____________________________

  C. If you are appointed, you will need to complete and file a financial disclosure statement with the Public Disclosure Commission. Are you willing to do so? Yes X No

  D. Do you object to your application and all attachments being disclosed to the public? Yes X No. Your application will be a public record and available to the public.

  E. Do you hold, or do you participate, or are you involved in any contract(s) with the City of Poulsbo? Yes _____ No X If yes, please explain.

  F. Do you hold any other elected public office? Yes _____ No X

      If yes, please state what office and where? ____________________________

Supplemental Questions

Please respond to the following questions regarding your interest in the position of Councilmember for the City of Poulsbo on separate pages using no more than six pages total.

1. Why are you interested in serving as a Poulsbo City Councilmember?
2. What strength would you bring to the Council?
3. What are the three highest priorities and/or issues you believe the City needs to address? How would you propose to address these issues?
4. Explain your current and past community involvement and/or service on city, non-profit, or public boards, committees, task forces, or commissions and how this has contributed to the Poulsbo community. Address its relevance to the position of Poulsbo City Councilmember.
5. What do you wish to accomplish during this appointed term as a Poulsbo City Councilmember?
6. What is your vision for our city and community?
7. Are you willing to run for election to the City Council in 2011?
8. Is there anything else that you may wish to add that would help us get to know you a little better?

Resume

Please attach a resume of no more than two pages.
ANSWERS TO SUPPLEMENTAL QUESTIONS

1. Given my experience and abilities, I know I could make a valuable contribution to Poulsbo City Government.

2. Management Experience
   - Strong analytical ability
   - Financial education & experience

3. Improved Revenue Stream
   - Protection of Poulsbo as a nice place to live
   - Atonement for poor decisions like the City Hall fiasco and the attempt to eliminate parks

   - Sponsor more events to gain name recognition and bring in tourism
   - Focus on attracting high tech, non-invasive, business (e.g., medical, alternative energy startups, etc.) rather than scumbug outfits like Poulsbo RV
   - Focus on tourist needs like increased parking or free shuttle around town. Encourage things like bed & breakfast houses and hostels for visitors.
   - Work towards getting Poulsbo a university (maybe a satellite of UW?). This is what contributed greatly to getting Silicon Valley to where it is today.
   - Take advantage of available land east of HWY 305

4. Approx. 5 years as a fishline volunteer. It helped to feed a lot of hungry Poulsbo people. Spent many years working with members of military and other government agencies on committees and task forces in the interest of national defense (to protect Poulsbo included!) was loaned executive from Lockheed to United Way fund drives. Was president of Service Clubs in both high school (Hi-Y) and college (circle K) sponsored by Kiwanis. Received a small scholarship for community service

5. Take pride in helping the City Council to make good decisions.
ANSWERS (cont)

6. GREATER RECOGNITION THROUGHOUT THE COUNTRY OF POULSBRO AS A GREAT PLACE TO VISIT, LIVE, WORK, AND RECREATE.

7. GOD WILLLING!

8. SEE RESUME
RESUME

(A BRIEF RECORD OF PERSONAL HISTORY & EXPERIENCE)

1936 - 1954

BIRTH TO HIGH SCHOOL GRADUATION. Born at Carmel Hospital, Monterey Peninsula, Calif. Lived with Parents & Brother in Monterey during this period. Earned my own spending money in Grammar School & Jr High with a paper route, lawn mowing, etc. Which gave me pride in earning and some sense of independence. At age of 12, my building contractor father taught me what I needed to know to draw house plans thereby giving his clients the opportunity to save money by avoiding an architect. I drew plans for pay periodically until graduation from high school. I also got several jobs from others including local businesses for expansions or remodels. My high school period consisted of a half day at school taking college prep courses supplemented by home schooling from my ex-teacher mother. The other half of the day I worked for my father as an apprentice carpenter (it kept me in good physical shape). I was still able to play football & track and was involved in several school clubs and social activities. At 16, joined the navy in 8 year us Navy program and received honorable discharge in 1960.

1954 - 1957

POST HIGH SCHOOL THROUGH UNDERGRAD SCHOOL. After his graduation I worked most summers for a number of van & storage companies packing and moving household effects or as warehouseman. I also continued to work part time for my father. The first year I attended the first semester at Monterey Peninsula College with a focus on architecture. I then got an opportunity to go to work full time in L.A. at Atomic International (a div. of No. American Aviation). I was developing a experimental sodium nuclear reactor. One of my jobs in production control was to expedite critical parts from suppliers and then through in house processing. Another task was to routinely visit vendors making components and submit status reports to light. I also maintained updated drawings and tech data at the test site in the Santa Susana Mountains. My job gave me a lot of flexibility and I was able to attend evening classes most nights at two community colleges and UCLA. After 1 1/2 years at A1 I was offered the chance to go to Japan with a group to build a similar reactor. I was tempted but my intent had always been to work long enough to earn enough to continue college full time. I believed I had enough at this point so I quit and returned to Monterey. Because of my night classes in L.A. I was able to attain an A.A. degree in arch. at MPC in one additional year. During this year I worked part time driving school buses and for father and van lines.

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Post H.S. cont. I then transferred to the Univ. of New Mexico with the intent of getting an architecture degree. Once there I learned arch's were starving and were also required to endure an internship at slave wages. I switched to industrial engineering. I petitioned for and took an extra heavy load of classes with the intent of completing the 2 years in 1 1/2 years. However, due to changes in course offering, I ended the 3rd semester requiring one additional mandatory class. The next semester I was advised I could take a full load and get a double degree plus those additional courses' would count towards grad school at UNM. I took the full load and completed all requirements in Jan 1960. I then went to work for Lockheed Missiles & Space Co. in Sunnyvale, Calif.

1960-1991

Hired into LMSC as a associate engineer at salary grade 1, retired 32 years later at salary grade 12. My first job was in Space Systems Division which was producing satellites (Spy in the Sky) for Govt Intelligence Agencies and for NASA Space Exploration. I joined a logistics dept. in a group responsible for Insuring Availability & Reliability of Propellants & Pyrotechnics. After several months I was designated Assi. Supervisor and lead on Pyrotechnics (liquids, defs, shape charges, Retro Rockets, etc.) Shortly thereafter I received a promotion and was recommended for a Special Program for Young People the company believed had potential for ultimate achievement to upper mgmt. This required the taking of a series of aptitude tests and sessions with an industrial shrink. Also, follow-on weekly meetings with others in the Program. It was then strongly recommended I take a MBA at Santa Clara Univ. in their evening program at company expense but my own time. This I did. After about 2 years in Space Systems, I was transferred to the Financial Operations Division where I worked for another 2 years. I did primarily auditing and evaluation of performance and cost of materials and equipment to be purchased by company overhead funds. I was also tasked on numerous occasions to assist in proposal development and negotiation. My next assignment was to the Missile System Division where the product was submarine launched nuclear ballistic missiles. I worked in this division the rest of my Lockheed career. My home base the next 12 years in Sunnyvale was the Logistics Engineering Organization but I spent much of my time in special projects and in proposal.
Development and negotiation. My first assignment was to head up a group tasked by contract to develop a logistics data bank for the Navy which could be used by either the Navy (Civil Service) or a contractor to manage all FBM material and equipment. This was the largest single LMISC computer system at the time and took 3 years to develop. During that time, I went to many IBM courses to learn system design and various programming languages. I also worked with a Math Professor fromGeo. Washington Univ. to develop formulas for stocking material at the various levels of maintenance with an exceptionally high degree of supply effectiveness. Later, sometime after completion of the data bank, I was elevated from Section Supervisor to Chief of Staff for a branch manager over 100 people. After receiving my MBA, I applied for and received the California standard teaching credential with Jr college specialization and used this credential to teach computer systems and programming courses at local community colleges. I also guest lectured on occasion about the FBM program and logistics at Santa Clara Univ. and the Navy Post Graduate School in Monterey. Later, after moving to Washington, I taught logistics engineering courses for Seattle City College at an extension in Silverdale. My last assignment in Sunnyvale was to develop the logistics section of a proposal to upgrade the Sub Base Bangor facility from a Polaris capability to a Trident C4 missile capability. This required new building, equipment, people, operating systems and procedures. At that time, the SWIPAC command at Bangor was in deep trouble since it failed an MTPI (Inspection) a kiss of death at a nuclear facility. The proposed effort resulted in a major multi-year effort. A Lockheed resident director was selected and I was offered the job as one of deputies under the director. Functions were split between the deputies and I ended up with the following:

- Data Systems & Programming
- Logistics (Facility, Supply & Warehousing)
- Facility Engrs.
- Plans & Programs
- Property Admin.
- Policies, Procedures & JOA's
- Maintainability Analysis (Drawing Design Reviews & Computer Simulation)
- Financial Operations

Once the upgrade was completed and fully operational for the Trident C4, I served as logistics manager until selected as proposal leader for the Trident II D5 missile facility portion of the proposal. This was a
MASSIVE 10 YEAR EFFORT TO DESIGN, DEVELOP, AND PRODUCE A NEW MISSILE AND TO MAKE OPERATIONAL A NEW PRODUCTION FACILITY AT KINGS BAY, GA. AND THEN TO DELIVER A CERTAIN NUMBER OF MISSILES. AFTER AWARD OF THE CONTRACT, A RESIDENT DIRECTOR WAS SELECTED TOGETHER WITH AN INITIAL CADE9 TO GO TO KINGS BAY. IT WAS APPARENTLY ASSUMED THAT I WOULD GO AS ONE OF THE KEY PEOPLE. HOWEVER, I HAD NEVER AGREED TO GO AND WANTED NO PART OF KINGS BAY. THIS PROBABLY BENT MY PICS A BIT BUT SO BE IT. I WAS THEN GIVEN MY LAST AND FINAL JOB WHICH WAS TO HEAD UP A GROUP TO DO ADVANCED PLANNING FOR AN UPGRADE AT BANGOR WESTCOAST FOR THE TRIDENT D5, IF, AND WHEN CONDITIONS IN THE FAR EAST DICTATED THE NEED FOR AVDS, NEW FACILITIES WERE BEING BUILT AT BANGOR "IN ANY EVENT. THE NAVY CONTINUED "TO FUND THE EFFORT BUT THE WORK WAS LIKE WATCHING GRASS GROW. I HAD ENOUGH YEARS OF SERVICE TO TAKE FULL RETIREMENT EARLY SO I DID. (JUN 1991).

SMALL BUSINESS START-UPS & OPERATION
IN ADDITION TO WORKING FOR LOCKHEED, I STARTED 3 SMALL BUSINESSES; A ANTIQUE SHOP, A BOOK STORE AND A WHOLESALE PRECIOUS METAL SALES EFFORT. IN THE FIRST 2, MY EX-WIFE WAS IN CHARGE OF SALES OPERATIONS AND I PERFORMED ACCOUNTING, OTHER BUSINESS FUNCTION, RESTORATIONS, AND RE-SUPPLY. IN THE 3RD, IT WAS A ONE MAN-SHOW. I HAD A SOURCE OF SUPPLY AT THE WHOLESALE LEVEL, MAINLY SILVER BAR COMMEMORATIVES (102) WHICH I SOLD AT A SMALL COMMISSION WAY BELOW THE COST AT COIN SHOPS. THE ANTIQUE SHOP AND THE METAL BUSINESS WERE ENDED WHEN WE MOVED TO WASHINGTON. THE BOOK STORE ON BAINBRIDGE ISLE, WHERE WE LIVED WAS LIQUIDATED WHEN MY WIFE WAS DIAGNOSED WITH BREAST CANCER.

HOBBIES
* HUNTING & FISHING
* GOLF & TENNIS
* HIKING
* SAILING & CRUISING
* WINEMAKING & DRINKING
* MYCOLOGY

* READING & JAZZ MUSIC
* MAKING MONEY IN FINANCIAL MARKETS
* HELPING OTHERS
* ACRYLIC ART - MOSTLY LANDSCAPES AND ABSTRACTS
* CLASSIC CAR RESTORATION