

# JOHN A. HONEYCUTT, Ph.D.

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**Subject:** Application for Interim Town Administrator / Administrative Manager - John A. Honeycutt, Ph.D.

Dear Mayor and Members of the Board of Trustees,

Please accept my attached resume and 90-Day Interim Stabilization Plan for consideration for the Interim Town Administrator / Administrative Manager role with the Town of Roland.

Through my recent independent operational and data systems work for the Town, I have developed direct working familiarity with Roland's departmental structure, Tyler Technologies ERP environment, utility workload indicators, citation receivables, revenue-process questions, and process-documentation needs. That experience would allow me to begin with meaningful local context and a shortened onboarding period.

My background combines executive operations leadership, municipal and utility-related consulting experience, organizational psychology, workforce systems, safety and compliance training, and practical process documentation. I have served in senior roles with Deloitte, Accenture-related work, and Key Energy Services, and I have worked with large-scale operational, utility, public-sector, and workforce systems. I also understand the importance of long-tenured staff, institutional knowledge, community trust, and steady communication in small-town government.

The attached 90-Day Interim Stabilization Plan is built around three practical priorities:

**1. Build trust through clear communication.**

Establish regular communication with employees, the Board of Trustees, residents, and key partners so expectations are clearer, rumors are reduced, and progress is visible.

**2. Strengthen operations by listening to the people closest to the work.**

Work with department heads, supervisors, and staff to document workflows, identify practical improvements, protect institutional knowledge, and support continuity.

**3. Protect public resources through stronger systems and partnerships.**

Review utility billing, citation receivables, approved revenue processes, financial controls, infrastructure needs, and relationships with key partners such as the Roland Utility Authority, Cherokee Nation, Cherokee Casino Roland, Roland Public Schools, ODOT, vendors, contractors, and regional service providers.

My goal would be to help the Board stabilize daily operations, improve visibility, support employees, protect public resources, and leave the Town of Roland more organized, more resilient, and better prepared for long-term planning.

Thank you for your time, consideration, and continued service to the Roland community. I would welcome the opportunity to discuss how I can support the Board, the staff, and the residents of Roland during this interim stabilization period.

Sincerely,

**John A. Honeycutt, Ph.D.**

Sallisaw, Oklahoma

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