



2016 NOV 14 PM 4:11

OFFICE OF THE  
SECRETARY

MURIEL BOWSER  
MAYOR

NOV 14 2018

The Honorable Phil Mendelson  
Chairman  
Council of the District of Columbia  
John A. Wilson Building  
1350 Pennsylvania Avenue, NW, Suite 504  
Washington, DC 20004

Dear Chairman Mendelson:

In accordance with section 2 of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01), and section 1022 of the Department of General Services Establishment Act of 2011, effective September 14, 2011 (D.C. Law 19-21; D.C. Code § 10-551.01), I am pleased to nominate the following person for appointment:

Mr. Keith Anderson  
614 Randolph Street NW  
Washington, DC 20011  
(Ward 4)

as the Director of the District of Columbia Department of General Services and to serve in that capacity at my pleasure.

Enclosed you will find biographical information detailing the experience of Mr. Anderson, together with a proposed resolution to assist the Council during the confirmation process.

I would appreciate the Council's earliest consideration of this nomination for confirmation. Please do not hesitate to contact me, or Steven Walker, Director, Mayor's Office of Talent and Appointments, should the Council require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Muriel Bowser".

Muriel Bowser



Chairman Phil Mendelson  
at the request of the Mayor

A PROPOSED RESOLUTION

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

Chairman Phil Mendelson, at the request of the Mayor, introduced the following resolution,  
which was referred to the Committee on \_\_\_\_\_.

To confirm the appointment of Mr. Keith Anderson as Director of the Department of General  
Services.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this  
resolution may be cited as the "Director of the Department of General Services Keith Anderson  
Confirmation Resolution of 2018".

Sec. 2. The Council of the District of Columbia confirms the appointment of:

Mr. Keith Anderson  
614 Randolph Street NW  
Washington, DC 20011  
(Ward 4)

as Director of the Department of General Services, in accordance with section 2 of the  
Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-  
523.01), and section 1022 of the Department of General Services Establishment Act of 2011,  
effective September 14, 2011 (D.C. Law 19-21; D.C. Code § 10-551.01), to serve at the pleasure  
of the Mayor.

Sec. 3. The Council of the District of Columbia shall transmit a copy of this resolution,  
upon its adoption, to the nominee and to the Office of the Mayor.

Sec. 4. This resolution shall take effect immediately.

# Keith A. Anderson

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Results oriented leader with a focus on economic development, community equity, and sustainability. Excellent record of performance and skilled at developing innovative solutions in complex markets. Executive with a proven ability to build teams, inspire creativity, and produce positive outcomes.

## ACCOMPLISHMENTS

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- Lead the effort to make the District of Columbia the third most sustainable city in the United States;
- Directed the effort to make the District of Columbia one of the most improved states for energy efficiency;
- Orchestrated the District's Municipal Aggregation Program (DC MAP) saving the District of Columbia taxpayers \$30M in electric costs;
- Negotiated over \$10M in environmental enforcement settlements on behalf of the District of Columbia Government;
- Pioneered the effort to write the District of Columbia's Sustainability Plan;
- Established the world's first Stormwater Retention Credit (SRC) trading program;
- Conceived and crafted the Sustainable DC Omnibus Act of 2014 which banned expanded polystyrene in the District of Columbia;
- Lead the successful implementation of the District of Columbia's Sustainable Energy Utility;
- Oversaw the nation's first Property Assessed Clean Energy (PACE) loan let for energy efficiency and stormwater management upgrades for an affordable housing unit.

## PROFESSIONAL EXPERIENCE

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### Government of the District of Columbia

District Department of Parks and Recreation, Washington, DC

2015 - Present

Director: Jan 2015 – Present

- Responsible for enhancing the quality of life and wellness for District of Columbia residents and visitors by providing equal access to affordable and quality recreational services by organizing programs, activities, and events.
- Provide leadership and ensure the continuity of core operations. Ensure that the mission of DPR and record of excellence remain at the forefront among the Mayor, Council of the District of Columbia, residents, and staff.
- Continue engagement of internal and external stakeholders to promote the Mayor's Fit DC initiative, as well as recreation programs and leisure services.
- Direct oversight of approximately 600 employees (approximately 3,000 during the summer months), 3 administrations, 105 recreation and aquatic facilities, 98 playgrounds, and approximately 900 acres of green space.

District Department of the Environment, Washington, DC

2004 – December 2014

Director: Jan 2012 – Dec 2014

- Responsible for improving the quality of life for the residents and natural inhabitants of the nation's capital by protecting and restoring the environment, conserving natural resources, mitigating pollution, and educating the public on ways to secure a sustainable future.
- Provide leadership and ensure continuity of core operations. Ensure that the mission of DDOE and record of excellence remain at the forefront among the Mayor, Council of the District of Columbia, residents, and staff.

- Continue engagement of internal and external stakeholders to promote the Mayor's Sustainability DC initiative, as well as environmental and energy programs and services.
- Direct oversight of approximately 300 employees, 4 administrations, 14 divisions, and a \$115 million dollar budget.

**Chief of Staff: May 2010 – Jan 2012**

- Responsible for the overall health of the agency; ensured performance targets were met on time and on budget.
- Demonstrated understanding of the Director's vision and priorities while providing a buffer between the executive management and the Director.

**Interim Director: Jan 2010 – May 2010**

- Ensured continuity of operations for DDOE through transition of leadership.

**Deputy Director, Energy Administration: 2009 - 2010**

- Provided leadership to staff, directed energy programs, services and activities, including weatherization of buildings, increasing the renewable energy generating capacity within the District of Columbia, providing energy efficiency and conservation education, established the Sustainable Energy Utility (SEU) and provided direct assistance to low income residents.
- Managed \$56M budget.

**Chief, Energy Affordability Division: 2005 - 2009**

- Supervised energy affordability team and provided leadership in assuring the low income population met the rising cost of home energy.
- Created budget, incorporated new business practices, advised the DDOE Director on innovative ways to assist low-income households.
- Managed \$26M budget. Provided financial assistance to over 150,000 households to meet their utility costs.

**Deputy Chief, Energy Affordability Division: 2004 - 2005**

- Assisted the Chief in all aspects of the division including budgeting, daily operations, customer service, human resources, securing funding opportunities, and innovative ways to serve District residents.
- Increased the annual budget by \$1M by writing a program enhancement, which was approved by the Mayor and Council of the District of Columbia.

**Government of the District of Columbia****Office of the Chief Financial Officer, Washington, D.C.****Sr. Budget Analyst:****2002 - 2004**

- Responsible for all budgetary needs for the D.C. Energy Office, including federal grants, special purpose revenue, private and local funds. Established several budgetary reporting mechanisms to ensure proper and adequate spending by program managers.
- Successfully worked with auditors on the Low-Income Home Energy Assistance Program (LIHEAP).

**America's Charities, Chantilly, VA****Sr. Fiscal Agent Analyst:****2001 - 2002**

- Provided fiscal services for member organizations.
- Managed employees within the financial services division including servicing accounts, dispersing funds, summarizing pledge data, allocating funds to respective accounts, managed divisional database, and summarized campaign total.

**PROFESSIONAL ORGANIZATIONS****World Urban Parks Association, Co-Chair for the Americas;****District of Columbia Water and Sewer Authority Board of Directors, District of Columbia Representative (former);**

**Sustainable Energy Utility Advisory Board, Chairman (former);**

**Mayor's Green Cabinet, Government of the District of Columbia, Co-Chairman (former);**

**Mayor's Green Ribbon Committee, Government of the District of Columbia, Co-Chairman (former);**

**Ward 5 Land Transformation Task Force, Government of the District of Columbia, Member (former);**

**Principals' Staff Committee, U.S. EPA Chesapeake Bay Program, Chairman (former);**

**Energy Advisory Committee, Washington Metropolitan Council of Governments, Chairman (former);**

**National Association of State Energy Officials, Board Member (former);**

**Climate, Energy, and Environmental Policy Committee, Washington Metropolitan Council of Governments, District of Columbia Representative (former);**

**Metropolitan Washington Air Quality Committee for the Washington Metropolitan Council of Governments, District of Columbia Representative (former);**

**National Energy Assistance Director's Association, District of Columbia Representative (former).**

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**EDUCATION**

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Bachelor of Science Degree, Entrepreneurial Studies – Hampton University, Hampton, VA (1999)



Executive Office of the Mayor - Office of Talent and Appointments  
John A. Wilson Building | 1350 Pennsylvania Avenue, Suite 600 | Washington, DC 20004

## KEITH ANDERSON



Keith A. Anderson has a wealth of administration, organizational management, and leadership experience, leading District agencies including the Department of Parks and Recreation (DPR) and the Department of Energy and Environment

Prior to serving as the Director of DPR, Mr. Anderson held the title of Director at the District's Department of the Environment (DDOE). As DDOE's Director, Mr. Anderson established the world's first Stormwater Retention Credit trading program; led the effort to make Washington, DC the third most sustainable city in the United States; orchestrated the District's Municipal Aggregation Program, saving the District of Columbia taxpayers \$30M in electric costs; pioneered the effort to write the District of Columbia's Sustainability Plan; and had direct oversight of approximately 300 employees, 4 administrations, 14 divisions, and a \$115 million budget.

With more than 15 years of public service experience in the District, Mr. Anderson has served as DDOE's Director, Interim Director, Deputy Director, and Chief of Staff. During his tenure as DDOE's Chief of Staff, Mr. Anderson coordinated overall agency operations including development and implementation of regulations, procedures, and budget to ensure progress toward the agency's strategic plans and objectives. He provided direct oversight for the Office of Policy and Sustainability, the Office of Enforcement and Environmental Justice, the Office of Community Relations, and the Office of Public Information.

Mr. Anderson has served on several professional organizations including: the DC Water and Sewer Authority; the Principal's Staff Committee for the U.S. Environmental Protection Agency's Chesapeake Bay Program (former Chairman); Member of the District of Columbia's Ward 5 Land Transformation Task Force; former Chairman of the DC Sustainable Energy Utility Advisory Board; and former Board Member of the National Association of State Energy Officials.

A Ward 4 resident and District of Columbia native, Mr. Anderson earned his bachelor's degree from Hampton University in Virginia.





GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Executive Office of Mayor Muriel Bowser



Office of the General Counsel to the Mayor

**To:** Alana Intrieri, Steve Walker  
**From:** Betsy Cavendish  
**Date:** November 8, 2018  
**Subject:** Legal sufficiency review of Mayor's Order appointing Keith Anderson as the Director, Department of General Services

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**This is to Certify** that this office has reviewed the above-referenced legislation and found it to be legally unobjectionable. If you have any questions in this regard, please do not hesitate to call me at 202-724-7681.

A handwritten signature in black ink that reads 'Elizabeth A. Cavendish'. The signature is written in a cursive style with a large initial 'E'.

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Elizabeth Cavendish