

City of Flint, Michigan

*Third Floor, City Hall
1101 S. Saginaw Street
Flint, Michigan 48502
www.cityofflint.com*



Meeting Agenda - Final

Friday, November 19, 2021

5:00 PM

COUNCIL CHAMBERS

GOVERNMENTAL OPERATIONS COMMITTEE

*Jerri Winfrey-Carter, Chairperson, Ward 5
Ladel Lewis, Vice Chairperson, Ward 2*

*Eric Mays, Ward 1
Judy Priestley, Ward 4
Allie Herkenroder, Ward 7*

*Quincy Murphy, Ward 3
Tonya Burns, Ward 6
Dennis Pfeiffer, Ward 8*

Eva Worthing, Ward 9

Inez M. Brown, City Clerk

Davina Donahue, Deputy City Clerk

ROLL CALL

READING OF DISORDERLY PERSONS CITY CODE SUBSECTION

Section 31-10, Disorderly Conduct, Assault and Battery, and Disorderly Persons, and will be subject to arrest for a misdemeanor. Any person who prevents the peaceful and orderly conduct of any meeting will be given one warning. If they persist in disrupting the meeting, that individual will be subject to arrest. Violators shall be removed from meetings.

PUBLIC SPEAKING

Per the amended Rules Governing Meetings of the Council (as adopted by the City Council on Monday, June 12, 2017), two (2) minutes per speaker. Only one speaking opportunity per speaker.

COUNCIL RESPONSE

Per the amended Rules Governing Meetings of the Council (as adopted by the City Council on Monday, June 12, 2017), Councilpersons may respond to any public speaker, but only one response and only when all public speakers have been heard. Individual council response is limited to two minutes.

RESOLUTIONS

210491 Memorandum of Understanding (MOU)/City of Flint/Flint Children's Museum

Resolution resolving that the appropriate city officials, upon City Council's approval, are authorized to enter into a Memorandum of Understanding between the City of Flint and the Flint Children's Museum.

APPOINTMENTS

210560 Appointment/Human Relations Commission/Holly Wilson/Ward 2

Resolution resolving that the Flint City Council approves the appointment of Holly Wilson (1708 West Dayton Street, Flint, MI, 48504), to serve on the City of Flint Human Relations Commission for a one-year term, commencing upon adoption of this resolution and expiring October 28, 2022.

210561 Appointment/Director/Downtown Development Authority (DDA)/Kiaira May

Resolution resolving that the Flint City Council hereby approves the employment of Kiaira May as Executive Director of the DDA (who will) serve at the pleasure of the Board of Directors of the DDA.

DISCUSSION ITEMS

210099 Discussion Item/Community Updates/City of Flint Web Site

A discussion item as requested by Councilperson Mays to discuss what constitutes a community update on the City of Flint's Web site. [Referral Action Date: 2/22/2021 @ City Council Electronic Public Meeting.]

210100 Discussion Item/Multi-Member Bodies

A discussion item as requested by Councilperson Mays to discuss multi-member bodies. [Referral Action Date: 2/22/2021 @ City Council Electronic Public Meeting.]

210114 Discussion Item/Eighteen (18) Properties in the City of Flint Pilot Program

A Discussion Item as requested by Councilperson Mays to review the 18 properties City Council retained from the Genesee County Land Bank, including a history of the finances for Jefferson School. [Referral Action Date: 2/17/2020 @ Electronic Governmental Operations Committee Meeting.]

210118 Discussion Item/Snow Plowing Strategy

A Discussion Item as requested by Councilperson Winfrey-Carter to talk about the city's snow plowing strategy with Transportation Director John Daly. [Referral Action Date: 2/22/2020 @ Electronic City Council Meeting.]

210205 Discussion Item/Names of Those Driving City-Owned Vehicles

Referral by Councilperson Mays to ADMIN/FLEET, re: He would like the names of employees/appointees driving city-owned vehicles. [Referral Action Date: 4/14/2021 @ City Council Electronic Public Meeting.]

210551 Discussion Item/Dead Trees

A Discussion Item as requested by Councilperson Winfrey-Carter to talk about dead trees and the impacts on sidewalks. [Referral Action Date: 10/11/2021 @ City Council Special Affairs Committee Electronic Public Meeting.]

ADJOURNMENT



210491

RESOLUTION NO.: _____

PRESENTED: OCT - 6 2021

ADOPTED: _____

RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF FLINT AND THE FLINT CHILDREN'S MUSEUM

BY THE MAYOR:

WHEREAS, The City of Flint has title to certain real estate ID #41-07-180-004 and 41-07-180-003. The property address is 420E. Boulevard and commonly referred to as "The Old Farmers' Market." Uptown Redevelopment Corporation currently holds a lease on the property and has stated an intent to terminate that lease early in order to facilitate redevelopment of the property by the Flint Children's Museum (FCM).

WHEREAS, The Flint Children's Museum has requested the ability to purchase the listed property for the purpose of creating a new home for the Flint Children's Museum.

WHEREAS, A memorandum of understanding (MOU) has been placed before City Council in order to facilitate the exploration of the development of the property. The MOU allows the FCM to purchase on option for \$36,000 while it explores options to fundraise for the purpose of redeveloping the property.

WHEREAS, The MOU protects the interest of the City by retaining ownership of the property and not allowing mortgaging of same until transfer of ownership.

The MOU allows for the creation of a development agreement and transfer of ownership via quit claim deed.

IT IS RESOLVED, that the appropriate City Officials are authorized to enter the attached memorandum of understanding between the City of Flint and The Flint Children's Museum.

APPROVED AS TO FORM:

Angela Wheeler
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE

Robert J. F. Widigan
Robert Widigan
Interim Chief Financial Officer

CITY COUNCIL:

ADMINISTRATION:

Sheldon A. Neeley
Sheldon A. Neeley, Mayor

Memorandum of Understanding
Between
The Flint Children's Museum
And
The City of Flint
For Application To
The Former Site of the Flint Farmers' Market

This Memorandum of Understanding (MOU) establishes an agreement between the Flint Children's Museum, a Michigan non-profit corporation, with principal place of business at 1602 University Ave., Flint, MI 48504, and the City of Flint, the local governing body, with principal offices at 1101 S. Saginaw St., Flint, MI 48502.

Summary – The Flint Children's Museum and the City of Flint intend to enter into an agreement designed to convert the property located at 467 E. Boulevard, currently owned by the City of Flint and commonly known as "the Old Farmers' Market", into the new location for the Flint Children's Museum – an interactive museum that has been providing early learning experiences through hands-on play and exploration for children ages birth through eight for more than 41 years.

Together, the Parties enter this Memorandum of Understanding to help facilitate the renovation and transfer of ownership of this property from the City of Flint to the Flint Children's Museum for the ongoing operation of the Flint Children's Museum.

A. **Purpose and Scope:** Together, the Flint Children's Museum and the City of Flint enter into this agreement to achieve the following results:

1. To renovate and convert the existing 14,000 square foot building into a unique, welcoming, and dramatically appealing children's museum serving children ages birth through eight and their families
2. To develop the attached outdoor space and pavilion - converting it into a natural, outdoor learning space with exhibits, eating areas, and green space for children and families
3. To pulverize, remove, and resurface the existing parking lot, and to install decorative fencing and lighting throughout

B. **Budget:** Based on estimates from Gazall Lewis Architects and Lurvey Construction, the estimated cost of the renovation of the building and site development is:

- a. \$2.73M – 2.93M: Renovation of existing building
- b. \$619,000 – 689,000: Site upgrades to accommodate outdoor learning space and parking lot

C. **Commitments:** The Flint Children's Museum and the City of Flint will each provide the following commitments to the partnership:

a. Flint Children's Museum Commitments:

- i. To campaign, promote, and raise the necessary funds for the project
- ii. To hire the necessary architect(s) and contractor(s) to successfully renovate the building and site
- iii. To apprise the City of progress on a regular basis - describing fundraising, design, permitting, construction, and commencement of operation
- iv. To maintain the location as a clean and safe project site upon transfer of ownership
- v. To relocate the Flint Children's Museum from its current location (1602 W. University Avenue) to this new location upon completion of the project
- vi. In the event that the FCM is unsuccessful in raising the funds and commencing construction by the date identified in the development agreement, the City of Flint will have the Right of First Refusal to purchase the property back for \$12,000 (1/3 the original option price).

b. City of Flint Commitments:

- i. To provide an option on the Property from the City of Flint to the Flint Children's Museum for the price of \$36,000
 1. The City of Flint, contingent upon City Council approval and early termination of the lease by Uptown, will provide FCM with the legal authority to enter and use the property including but not limited to environmental studies, non-destructive testing and construction of temporary structures.
 2. FCM will not be allowed to mortgage or otherwise use the property as collateral until the project is completed at which time the City of Flint will provide a quit claim deed for \$1.
 3. FCM can exercise the option to complete purchase of the property by
 - a. Entering into a development agreement with the city prior to the expiration of this MOU.
- ii. To provide expeditious processing of requests for planning/ zoning and building reviews
- iii. To support the Flint Children's Museum in applying for State and Federal funding to support the project where possible

c. Joint Commitments

- i. Both parties agree to promote and support the project publicly.
- ii. Both parties agree to work together to make the project successful.

D. Consent and Termination:

This MOU is at-will and may be modified or terminated by mutual consent of the Party's authorized officials. This MOU shall become effective upon signature of the authorized officials. This MOU shall expire on June 30, 2022.

E. Authorized Officials:

Flint Children's Museum Official: Kimberly Roddy, Executive Director

City of Flint Official: Sheldon A. Neeley, Mayor

Signatures:

Kimberly Roddy, Executive Director, Flint Children's Museum,

Date: _____

Sheldon A. Neeley, Mayor, City of Flint

Date: _____

Signature:

Email: cedwards@cityofflint.com

September 17, 2021

UPTOWN
REINVESTMENT
CORPORATION

GREGORY VIENER
Chair/Secretary

TIM HERMAN
President

JACK STOCK
Vice President

DEB CHERRY
Treasurer

UPTOWN
REINVESTMENT
CORPORATION

CHANCELLOR
DEBASISH DUTTA

GREG FIEDLER

LOYST FLETCHER

KIARA MAY

BOBBY MUKKAMALA M.D.

ISAIAH OLIVER

JOSEPH PICHLA

City of Flint
Attn: Mayor Sheldon Neeley and Flint City Council
1101 S. Saginaw St.
Flint, MI 48502

Re: Old Farmers' Market

Dear Mayor Neeley and Flint City Council,

Uptown Reinvestment Corporation (URC) currently leases the old Flint Farmers' Market from the City of Flint. That lease expires on June 30, 2029 but has an option in favor of URC allowing it to renew the lease, at its sole option, for an additional 20 years. It is URC's intention to renew that lease for the additional 20-year period. A copy of that lease is available as part of the City's records but if a copy is needed for review, one can be provided.

The Flint Children's Museum has expressed an interest in relocating to the site of the Old Farmers' Market and has made these intentions known to URC. As part of that move, the Flint Children's Museum would spend significant sums of money to renovate to Old Farmers' Market so that it could become the Flint Children's Museum.

In the event the City of Flint would sell the old Farmers' Market property to the Flint Children's Museum, URC would agree to relinquish its leasehold interest in the property PROVIDED there is a deed restriction placed on the property as part of the sale that would require the property to be used only as a Children's Museum or in a similar fashion by a non-profit organization for the benefit of the public AND that the property may never be used as a Farmers' Market.

Sincerely,



Tim Herman
President

Council members:

The following is the proposed Memorandum of Understanding between the City of Flint and the Flint Children's Museum (FCM) for the FCM to purchase the Old Farmer's Market (OFM) and make it the new home of the FCM.

The FCM currently has space at Kettering University, but has outgrown that space and Kettering has indicated a need to use that space so there is an urgency on the part of the FCM to move forward on acquiring new space.

Currently the OFM is under a long-term lease with Uptown Redevelopment. Uptown has indicated their willingness to break the lease in favor of this project for the FCM. That indication has only been in the form of an email and I have requested a formal agreement to memorialize.

Items to note:

- The property is approximately 4 acres
- The City assessor values the land at approximately \$166,000
- Single use/ and short story buildings are not the best fit for downtown construction
- Surface parking is not the ideal use for downtown settings
- The Children's museum would not pay taxes on the property
- There has been market inquiries made on the space
- Time permitting – I would advise the City to enter into a development agreement on the space that demanded certain design elements and offered the property at below market costs to entice that development

RESOLUTION: 210560

PRESENTED: 11-17-21

ADOPTED:

**Resolution Approving the Appointment of Holly Wilson
to the Human Relations Commission**

BY THE CLERK:

Per the City Charter that went into effect on Jan. 1, 2018, the Human Relations Commission shall be comprised of nine members, one from each ward in the City of Flint; and

Each Council member shall appoint one resident of his or her ward to serve on the Commission, which aims to assist in the elimination of prejudice, hate and discrimination and promote equality in the treatment of all residents; and

2nd Ward Councilwoman Ladel Lewis recommends the appointment of Holly Wilson (1708 West Dayton Street, Flint, MI, 48504) to the Human Relations Commission.

THEREFORE, BE IT RESOLVED, that the Flint City Council approves the appointment of Holly Wilson to the Human Relations Commission, for a one-year term that begins upon adoption of this resolution and ends on October 28, 2022.

APPROVED AS TO FORM:

APPROVED BY FLINT CITY COUNCIL:

Angela Wheeler, Chief Legal Officer

Eric Mays, City Council President

Community Engagement | Program Management | Quality & Compliance

PROFESSIONAL SUMMARY & QUALIFICATIONS

Goal-driven, articulate professional that will utilize my abilities in planning and coordinating projects to prioritize workloads and meet deadlines. Proficiency includes leadership and consistent performance while recognizing key solutions in achieving success. Enjoy contributing to a team effort and creating a good working environment.

- MSA - Human Resources & Administrative Leadership **Central Michigan University**
- Bachelor of Applied Science Degree **University of Michigan - Flint**
- Associate of Applied Science Degree **Mott Community College, Flint, Michigan**

LEADERSHIP | COMMUNITY PROFILE

10/2020 – Present

Hamilton Community Health Network, Flint, Michigan

Community Engagement Coordinator

Create and support opportunities to engage and strengthen relationships between residents, law enforcement, business owners and community organizations. Collaborate with funded partners to educate and create awareness of crime reduction strategies and placed based resources, programs, and services in north Flint.

06/2016 – Present

International Academy of Flint, Michigan

Parent Connection Advisor / President/ Treasurer

Create and maintain a positive relationship to bridge the gap for close connections between care givers, faculty and administration. Provide volunteer support by encouraging parent involvement and partner with community resources to support educational and enrichment program opportunities. Preside over general and executive board meetings in accordance with bi-laws and parliamentary proceedings using Roberts Rules of Order. Appointed chairpersons for special committees and coordinated the work of the officers to ensure objectives were met. Scheduled update meetings with school director and principal to finalize the activities calendar and provide parent feedback. Attended all monetary exchange functions to ensure policies and best practices were followed and documented. Work closely with the school accountant to obtain the proper authorization for disbursement of funds. Prepared, distributed, and presented financial reports for executive board meeting reviews.

Youth Liaison for Chamber of Commerce employment sites

IAF mentor and Haskell Center site supervisor: Facilitated work shadow opportunities in tandem with college and career area interests. Identified and developed relationships with community stakeholders to address the needs in Flint neighborhoods. Conducted safety inspections, provided transportation to/from work sites for blight reduction projects. Attended block club meetings to communicate progress. Submitted bi-weekly reports, payroll and photos to IAF and Chamber of Commerce to evaluate, document and measure the programs impact in the community.

03/2019 – 10/2000

Neighborhood Engagement Hub, Flint, Michigan

Neighborhood Liaison / Project Manager

Create and foster connections between residents, neighborhood groups, community partners and resources. Support efforts to address the lack of support and services available, coordinate volunteers and plan engagement activities, attend countless meetings, host and facilitate workshops that provide communicable leadership and technical tools that will empower residents to improve their perspective neighborhoods and overall quality of life.

01/2016 – 03/2020

Urban Renaissance Center, Flint, Michigan

Board Member / Financial & Fundraising Committee

Create/distribute administrative correspondence and statistical data to board members and community partners. Compile/record financial data and assist to identify available funding for programs. Document performance goals, review assessments and make recommendations for retention of services and staff.

09/2015 - 03/2018

Civic Park Neighborhood Association, Flint Michigan

Vice President - Aide to the President, fulfilling its duty in the absence or inability of the office. *Affiliations:*

- Registered & voting member of {NAM} Neighborhood Associations of Michigan
- Habitat for Humanity Volunteer & Neighborhood Engagement Hub STEM Peer Tutor
- Community Outreach Partner for Convoy of Hope & Annual Heritage and Harmony Festival

01/2004 - 08/2015

City of Flint - 911, Flint, Michigan

Communication Specialist / Certified EMD Training Officer

Answered, directed and interpreted emergency response calls as a first responder. Provided life-saving, pre-arrival instructions via communication system and dispatched police, fire and medical units as needed. Training responsibilities included course facilitation, evaluations and recommendations. Observed and mentored new hires through training and hands-on instruction. Shift supervision duties included scheduling changes, recording payroll and monitoring radio transmissions to ensure the safety of all emergency personnel. Performed quality control audits. Maintained efficient operational functions/procedures and provided guidance and support as a team leader.

10/2002 - 12/2003

Foundation for Behavioral Resources, Flint, Michigan

Support Specialist

Greet, assist and directed clients to appropriate staff, orientation and training modules. Spoke with clients about their education, experience and aspirations for job placement. Typed compliance letters, filed documentation, made copies, received and sent faxes. Answered multi-line telephone system and transferred calls. Facilitated modules and provided support to counseling and administrative staff. Documented 30, 60, 90, 180-day employment follow-ups.

01/2002 - 05/2002

Fashion Cents, Flint, Michigan

Retail Store Manager

Supervised and motivated Sales Associates to achieve personal and career goals. Used problem solving skills to address customer and staffing concerns. Opened/closed business, verified banking deposits and currency pick-ups. Logged sales, documented audit totals, handled lay-a-ways, exchanges and returns. Monitored merchandising inventory, received shipments and unpacked its contents.

TECHNICAL | PROFESSIONAL PROFILE

04/1996 - 04/2001

General Motors Mid/Lux Car Group, Michigan

Validation Engineer

Project manager for bumper, fascia, grille and wheel liners on all Flint and Warren assembly programs. Developed, executed and maintained ADV plans. Scheduled vehicles and obtained parts for physical tests. Lead Engineer on Bonneville, LeSabre and Aurora programs. Coordinated shared property vehicle usage. Facilitated sub-team meetings to communicate build status, content, deliverables, warranty issues and projected design & validation risks. On call responder for incident reports occurring on test. Liaison for design release community, supplier and test facilities to ensure all federal, GM and sub-system requirements were met and documented for production.

Total Vehicle Validation Engineer

Assisted on lean project to maintain and update the planning tool for total vehicle inspection buy-offs. Made data entries to assign legal requirements in exterior groups. Evaluated prototypes and notified engineering community for sign-offs. Identified and tracked incident reports. Tested and evaluated vehicles at Milford Proving Grounds.

Validation Engineer

Conducted interviews and correlation studies for research on validation by analysis for Door Systems Group. Evaluated and compiled data to project current target and succession program planning through use of charts and graphs. Provided weekly updates to engineering managers. Created training file for interim replacement on related topics of door mechanics, finite element analysis tools, validation methods and global specification requirements.

Mechanical Engineer

Team leader for slow build rotation process. Worked on pulse tool implementation for Joint and Fastener Group at Buick City and Lake Orion Assembly Plants. Monitored union workers tool application and verified accuracy of degrees against Product Assembly Document. Worked closely with suppliers to determine root cause analysis and resolve manufacturing process issues. Performed torque checks and made adjustments to produce quality products. Analyzed data, wrote organized reports and created concise Power Point presentations to communicate benchmarks and recommend power tools to Engineering Group Managers.



210561

PRESENTED: NOV 17 2021

ADOPTED: _____

**RESOLUTION TO APPROVE THE EMPLOYMENT OF KIAIRA MAY AS
EXECUTIVE DIRECTOR OF THE
DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF FLINT**

BY THE MAYOR

WHEREAS, the Downtown Development Authority of the City of Flint (the "DDA") was created by the adoption of Ordinance #2581 by the City Council on January 10, 1977, in accordance with Michigan Public Act 197 of 1975, which was superseded and replaced by Michigan Public Act 57 of 2018 (the "Act"), for the purposes of eliminating the causes of deterioration and to promote economic growth in the downtown business district; and

WHEREAS, the Act and the DDA's bylaws provide for appointment and hiring of an Executive Director to conduct the daily operations of the DDA;

WHEREAS, the DDA unanimously approved and submitted to Mayor Sheldon Neeley the name of Kiaira May for the office of Director of the DDA upon satisfaction of statutory requirements and upon approval of the City Council; and

WHEREAS, Mayor Neeley and the DDA has determined that Kiaira May, by training and experience has demonstrated the qualities that should enable her to perform the duties of the office of Director of the DDA.

NOW THEREFORE, BE IT RESOLVED, That the City Council of the City of Flint hereby approves the employment of Kiaira May to be the Executive Director of the DDA pursuant to the provisions of the attached contract and to serve at the pleasure of the Board of Directors of the DDA.

APPROVED AS TO FORM:

APPROVED AS TO FINANCE:

Angela Wheeler
Angela Wheeler
Chief Legal Officer

Robert J.F. Widigan
Robert J.F. Widigan
Chief Financial Officer

FOR THE CITY OF FLINT:

APPROVED BY CITY COUNCIL:

Sheldon A. Neeley, Mayor

Eric B. Mays, City Council President

Kiaira May

Detroit, MI | 313-461-0889 | ef6441@wayne.edu

SUMMARY

Charismatic professional with a knack for creating inclusive opportunities and experiences. Passionate about activating Detroit through collaborations with local businesses, artists, and pioneering individuals. Committed to ensuring that the community is heavily involved in and benefitting from events and resources throughout the city. Currently seeking a new career path that will further enhance my skills and provide relationship-building opportunities.

EXPERIENCE

Bedrock Real Estate | Detroit, MI

Tenant Experience Associate

July 2018 - Present

- Serves as lead business consultant to a multimillion dollar portfolio of 52+ local and national retailers
- Solely built and currently maintains 27+ partnerships with community-centric organizations that provide growth opportunities to retailers. Partners include: companies, radio stations, nonprofits, and influencers
- Assisted 10 businesses on their opening plans including: Plum Market, 6 Salon, H&M, Buddy's Pizza, etc.
- Carefully analyzes sales, foot traffic, and qualitative data to evaluate and provide creative solutions to drive business improvement plans and increase brand visibility to target customers

Quicken Loans | Detroit, MI

Project Coordinator - Business Development Team

March 2015 - July 2018

- Assisted and led various internal and external projects by collaborating with 300+ team members
- Maintained relationships and served as a Detroit ambassador by greeting, planning, and touring business partners
- Fulfilled inventory and supplies orders to ensure that the office had all the necessary items for daily tasks
- Handwrote greeting and gratitude cards for internal team members and external business partners

Project Coordinator Intern - Charles Schwab

September 2015 - March 2015

- Created and reported monthly statistics for Schwab production, as well as logs for MRQ reports
- Planned various events for Charles Schwab business partners and clients when they visited Detroit
- Screened calls using speech analytics to direct calls to the correct channel or banker
- Organized all travel arrangements, dinners, and city tours for prospective clients and partners

Administrative Intern - The Guy

May 2015 - September 2015

- Monitored partners' and "The Guy" voicemails, incoming calls, and emails from thousands of team members
- Filed documents for facilities, handled team members ticket requests, scheduled programming, and provided excellent customer service to Quicken Loans team members and outside companies
- Operated Microsoft Office programs, Meeting Planner, and Cherwell

NOTABLE PROJECTS - 2020

- **Detroit Metro Convention & Visitors Bureau (DMCBV):** Started partnership to drive additional traffic and influencers to local Bedrock retailers. Hosts regular calls and meetings to maintain relationship
- **Livernois Avenue Business Development Project:** Led tours to drive traffic to local businesses on Livernois Ave
- **Design in the City:** Partnered with Design Core on an installation project & trunk show. Created a month-long activation for artist, Trice Clark, to showcase an exhibit called Her Hue, which focuses on the history of Black hair
- **Boys and Girls Club (BGCSM):** Curated a partnership between Bedrock and Design Core to host panels and events. Recently won an award of recognition for hosting the panel

EDUCATION

Wayne State University | Detroit, MI

May 2016

Bachelor of Arts, Liberal Arts & Sciences, Sociology

SKILLS

CRM Software & niche databases
Field & business-to-business (B2B) sales
Customer acquisition & retention

Results-driven
Customer service oriented
Leader and collaborator

- Conducts daily travel and walkthroughs with all retailers to ensure they are satisfied and to evaluate the happenings at each space

Won an award from Design Core for the boys and girls club panel... trendsetter award



Job Description

Downtown Development Authority

The Executive Director shall be the Chief Executive Officer of the DDA. Subject to the approval of the Board, the Executive Director shall supervise, and be responsible for, the preparation of plans and the performance of the functions of the DDA. The Executive Director shall attend the meetings of the Board and shall render to the Board a regular report covering the activities and financial condition of the DDA. The Executive Director shall furnish the Board with information or reports governing the operation of the DDA as the Board requires. The Executive Director shall be fully informed of the rules and regulations covering the DDA; the Downtown Development Authority Act, Act No. 197 of the Public Acts of 1975, as amended; and the Open Meetings Act, Act No. 267 of the Public Acts of 1976, as amended; and shall be responsible for notifying the members of the Board of requirements of the foregoing rules and statutes as they relate to items of business under consideration by the Board.