

City of Flint, Michigan

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



Meeting Agenda - Final

Wednesday, April 20, 2022

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

220059 Recreation Agreement/City of Flint/Mott Park Recreation Association (MPRA)

Resolution resolving that the Flint City Council hereby authorizes entering into this 50-year lease agreement with Mott Park Recreation. [NOTE: MPRA has maintained the property described in this agreement since 2011, and is dedicated to expanding access to quality recreational facilities and programs to all citizens of the City of Flint. The parcels are described as: 40-11-351-098, 40-14-128-001, 40-14-128-002, 40-14-101-001, 40-14-101-002, 40-14-101-003 and 40-14-251-001.]

NOTE: This resolution WAS NOT amended during the February 23, 2022, Governmental Operations Committee meeting. Two motions were made -- one to reduce the contract years from 50 to 10 and one to reduce the years from 50 to 5. Those motions were not voted on as a motion to send this resolution back to committee was made next and voted on.

220164 Approval/Crim Fitness Foundation/Crim Plaza Renovation Project/North Saginaw and Union Streets

Resolution resolving that the appropriate city officials, upon City Council approval, are authorized to do all things to approve the Crim Plaza renovation project in the Right-of-Way at West Union Street (Parcel No. 41-07-358-024. [NOTE: The Crim Fitness Foundation would like to rework the layout of Crim Plaza into a more open, flexible space with moveable seating, and areas for tents or tables, and to use inviting landscaping, furniture and technology access to turn the space into more than a "pass-through."]

APPOINTMENTS

220165 Appointment/Economic Development Corporation (EDC) Board of Directors/Moteez Wilson

Resolution resolving that Moteez Wilson (2310 Clement Street, Flint, MI 48504) be appointed to the Economic Development Corporation (EDC) Board of Directors for a four-year term to fill one of two vacancies.

DISCUSSION ITEMS

220096 Discussion Item/Marihuana Advisory Committee

A Discussion Item as requested by Councilperson Ladel Lewis to talk about forming a Marihuana Advisory Committee and to discuss putting caps on dispensaries. [Referral Action Date: 2/14/2022 @ City Council Meeting.]

220111 Discussion Item/Community Benefits Agreements

A Discussion Item as requested by Councilperson Quincy Murphy to discuss community benefits agreements for marijuana distribution applicants. [Referral Action Date: 2/28/2022 @ City Council Meeting.]

ADJOURNMENT

220059



RESOLUTION NO. _____

PRESENTED: FEB - 9 2022

ADOPTED: _____

RESOLUTION TO ENTER INTO AGREEMENT WITH MOTT PARK RECREATION

BY THE CITY ADMINISTRATOR:

WHEREAS, This agreement (hereinafter "Agreement") is for the purpose of renewing and expanding the partnership agreement entered into between the City of Flint, a municipal corporation (hereinafter "City") and Mott Park Recreation Association (hereinafter "Association"), collectively referred to herein as the "Parties."

WHEREAS, the City of Flint Master Plan sets goals to provide and maintain a balanced and equitable system of parks and recreation opportunities; and

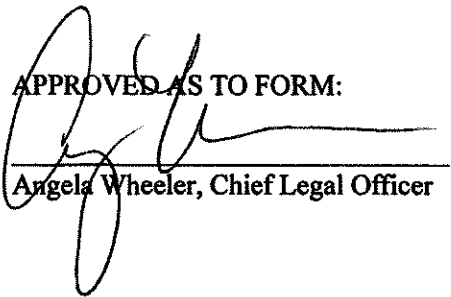
WHEREAS, the Association is a 501(c)(3) non-profit volunteer organization which has maintained the property described in this agreement since 2011 and is dedicated to expanding access to quality recreational facilities and programs to all citizens of the City of Flint; and

WHEREAS, the property which is the subject matter of this Agreement is described as parcels:

- 40-11-351-098
- 40-14-128-001
- 40-14-128-002
- 40-14-101-001
- 40-14-101-002
- 40-14-101-003
- 40-14-251-001

THEREFORE BE IT IS RESOLVED, that the Flint City Council hereby authorize the entering into this 50 year lease agreement with Mott Park Recreation.

APPROVED AS TO FORM:



Angela Wheeler, Chief Legal Officer

Clyde Edwards, City Administrator

Council President Eric B. Mays



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 1.26.2022

BID/PROPOSAL# NA

AGENDA ITEM TITLE: Mott Park Recreation Agreement

PREPARED BY Victoria Cooper
(Please type name and Department)

VENDOR NAME: Mott Park Recreation

BACKGROUND/SUMMARY OF PROPOSED ACTION:

Resolution to enter into a 50 year agreement with Mott Park Recreation for park maintenance.

FINANCIAL IMPLICATIONS: no

BUDGETED EXPENDITURE? YES NO **IF NO, PLEASE EXPLAIN:**

Dept.	Name of Account	Account Number	Grant Code	Amount
	NA			
FY19/20 GRAND TOTAL				

PRE-ENCUMBERED? YES NO **REQUISITION NO:** █

ACCOUNTING APPROVAL: _____ **Date:** _____



CITY OF FLINT

WILL YOUR DEPARTMENT NEED A CONTRACT? YES NO

(If yes, please indicate how many years for the contract) 50 YEARS

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)

BUDGET YEAR 1 NA

BUDGET YEAR 2 NA

BUDGET YEAR 3 NA

OTHER IMPLICATIONS (i.e., collective bargaining): NA

STAFF RECOMMENDATION: (PLEASE SELECT): **APPROVED** **NOT APPROVED**

DEPARTMENT HEAD SIGNATURE:

A handwritten signature in black ink, appearing to be "A. J. ...", written over a horizontal line.

(PLEASE TYPE NAME, TITLE)

MOTT PARK RECREATION AGREEMENT

This agreement (hereinafter "Agreement") is for the purpose of renewing and expanding the partnership agreement entered into between the City of Flint, a municipal corporation (hereinafter "City") and Mott Park Recreation Association (hereinafter "Association"), collectively referred to herein as the "Parties."

WHEREAS, the City of Flint Master Plan sets goals to provide and maintain a balanced and equitable system of parks and recreation opportunities; and

WHEREAS, the Association is a 501(c)(3) non-profit volunteer organization which has maintained the property described in this agreement since 2011 and is dedicated to expanding access to quality recreational facilities and programs to all citizens of the City of Flint; and

WHEREAS, the property which is the subject matter of this Agreement is described as parcels:

40-11-351-098
40-14-128-001
40-14-128-002
40-14-101-001
40-14-101-002
40-14-101-003
40-14-251-001

Hereinafter referred to as the "Park"

THEREFORE, in consideration of the mutual covenants contained herein, the consideration of which is hereby stipulated to, the Parties agree as follows:

1. Operation of the Park. The Association is hereby given the use, control and operation of the premises formerly described as the Mott Park Golf Course, including the club house, (hereinafter "Park").
2. Grant Administration. The Parties will work collectively to oversee the application and implementation of grants for capital improvements to the Park. From the date of the execution of this agreement, applications for grants (any implementation thereof), shall be the joint responsibility of the City and the Association to the greatest extent possible. Grants applied for by the Association shall be approved by the City of Flint department head prior to acceptance.
3. Park As Is. The City is providing the use of the Park AS IS, with all faults, and makes no representations regarding the condition of the Park usability for any purpose. The Association shall inspect the Park and make all determinations as to its usability for any purpose prior to the use of the Park.

4. Compliance with Laws, Regulations and Park Rules; Enforcement. The Parties agree to comply with all federal, state, and local laws, regulations and permitting requirements in the performance of this Agreement.
5. Park Reservations and Special Events. The Association will coordinate facility reservations at the Park pursuant to a fee schedule approved by the City. The Association may retain such fees collected solely for reinvestment in Park maintenance, operations and improvements.
6. Facility Rental. The Association may rent the clubhouse upon such terms as shall be approved by the City and any proceeds obtained thereby will be used for maintenance, operational expenses, or improvements to the Park. Rentals or subletting of the clubhouse or storage space for a term no longer than the terms of this Agreement, must be approved in writing by the City of Flint Department head prior to any legal agreement entered into by the Association. The Association will coordinate with the City on facility rental fees pursuant to a fee schedule approved by the City.
7. Park Maintenance. The Association agrees to maintain the Park area and the clubhouse, including mowing, trimming, snow removal, forestry work and tree trimming on a regular basis. The Association will be responsible for payment of the expenses of maintenance or operation of the clubhouse. The City will be responsible for the utility payments and security for the building, i.e. security system already located and installed on the property. Any capital improvements undertaken by the City will be done at the sole discretion of the City. The Association is hereby given the right and authority to perform such improvements to the Park as shall be first approved by the City.
8. Repairs. The Association shall be responsible for all building repairs including, but not limited to:
 - a. Building repairs that resulted from deferred or ignored maintenance,
 - b. Repair of internal and external doors, exterior fabric, furnace, water system repairs, structural components, electrical repairs, waste treatment, plumbing, toilets, gas, air conditioning.
9. Coordination. The Staff of the Association and the City will meet periodically to review the status of the Park operations and all of their issues arising under this Agreement. Additionally, the City may form and manage a Citizen Advisory Committee, which the Association agrees to meet with bi-annually to receive input therefrom.
10. Deliverables. The Association shall provide a quarterly report to the City and the status of programs, projects and partnerships related to the Park. These reports shall include a full accounting of the revenue generated pursuant to this Agreement. The Association shall provide a written 5-year capital improvement plan to the City of Flint Planning Division for review and approval.

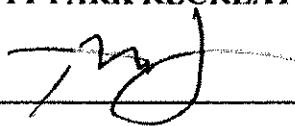
11. Temporary Suspension. The Association acknowledges that this Agreement and the rights granted hereunder are subordinate to the necessity of the City to serve its residents due to acts of God or other emergencies and in such event, the Association agrees to surrender immediately upon demand, the use of the Park (or any portion thereof) to the City for the purpose of managing the premises during the pendency of such events. Determination of such events shall be made by the Chief of Police of the Flint Police Department.
12. Indemnity and Hold Harmless. To the fullest extent provided by law, the Association agrees to defend, indemnify and hold harmless the City, its elected and appointed officials, employees and others working on behalf of the City, against any criminal violations, including all costs connected therewith, and any criminal violations, which may arise out of the use of the club house, and/or as a result of Association's negligent acts or omissions, that any of the Association's employees, agents or representatives arising out of their performance of this Agreement.
13. Right to Entry. The City of Flint may enter the Park at any time in order to examine the Park, inspect the building, inspect mechanical equipment, repairs and/or alterations. In the event of an actual or apparent emergency, the City of Flint may enter the Park at any time without notice. The Association shall not change any lock or install additional locks without prior written consent and without providing a copy of all keys. Keys must be provided on the date the lock(s) are added and/or changed.
14. No Assignment. Association shall not have the right to assign any interest in this Agreement or the premises without the prior written consent of the City.
15. Term and Termination. This Agreement shall be for a term of fifty (50) years from the execution of this agreement. Either Party may terminate this agreement with thirty (30) days advance written notice to the other Party.
 - a. A default under any of the provisions of this Agreement, by either party, may be cured by the defaulting party within 30 days of receipt of a notice of default. Failure to address shall constitute grounds for termination of this Lease Agreement.
 - b. In the event this Agreement is terminated, all obligation of the City of Flint under this Agreement shall cease.
 - c. Upon termination of this Agreement, the Association agrees to yield possession of the premises within 90 days of the date of notice of reserving the right to re-enter the premises solely to obtain personal property and/or organizational possession as the time of default.
16. General Terms and Conditions. This Agreement represents the entire agreement between the Parties with respect to the subject matter hereto and supersedes all prior agreements, conversations, and understandings with respect hereto. Any amendment to this Agreement shall be in writing and signed by the Parties. Failure of the City to require performance of any provision herein shall not affect the City's right to require performance of any provision thereafter, nor shall such a waiver constitute a waiver of any subsequent breach of this Agreement. If any provision of this Agreement is found to be invalid or

unenforceable, the remainder of the Agreement shall remain in full force and effect as though the invalid or unenforceable provision had never been included.

This Agreement is valid and enforceable with electronic or facsimile signatures and may be executed in multiple counterparts, all of which together shall form one agreement.

WHEREFORE, the Parties have executed this Agreement by affixing their signatures below.

MOTT PARK RECREATION ASSOCIATION:



Date 1-12-22
Its TOM SAXTON
MPRA BOARD PRESIDENT

CITY OF FLINT, a Michigan Municipal Corp.: (ALSO INCLUDE MAYOR'S SIGNATURE BLOCK IF OVER \$50,000)

Sheldon A. Neeley, Mayor Date

APPROVED AS TO FORM:

Angela Wheeler, Chief Legal Officer Date



RESOLUTION NO.: 220164

PRESENTED: APR 20 2022

ADOPTED: _____

**RESOLUTION TO APPROVE CRIM PLAZA RENOVATION PROJECT AT N. SAGINAW
AND W. UNION ST. (PID 41-07-358-024)**

BY THE CITY ADMINISTRATOR:


WHEREAS, The City of Flint must authorize projects over public property in accordance with City Code 50-142.9 (c); and

WHEREAS, The Crim Fitness Foundation would like to rework the layout of Crim Plaza into a more open, flexible space with moveable seating, areas for tents or tables, and to use inviting landscaping, furniture, and technology access to turn the space into more than a “pass-through”; and

WHEREAS, the Zoning Coordinator, Chief Building Inspector, City Sewer and Water Department, Fire Marshal, City Traffic & Sign Coordinator, and City Engineer have reviewed and authorized the Crim Plaza renovation in accordance with the agreed upon location.


IT IS RESOLVED that the appropriate City officials are authorized to do all things to approve the Crim Plaza renovation project in the ROW at W. Union Street. (41-07-358-024).

APPROVED AS TO FORM:


William Kim (Apr 12, 2022 14:41 EDT)

William Kim
Chief Legal Officer

ADMINISTRATION:


Clyde D. Edwards (Apr 13, 2022 10:49 EDT)

Clyde Edwards
City Administrator

CITY COUNCIL:



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 04/12/2022

BID/PROPOSAL# n/a

AGENDA ITEM TITLE: RESOLUTION TO APPROVE CRIM PLAZA RENOVATION PROJECT AT N. SAGINAW AND W. UNION ST. (PID 41-07-358-024)

PREPARED BY Suzanne Wilcox, Director of Planning and Development
(Please type Name, Department, Phone Number)

VENDOR NAME: n/a

BACKGROUND/SUMMARY OF PROPOSED ACTION:

Flint City Council must authorize projects over public property in accordance with City Code 50-142.9 (c).

The Crim Fitness Foundation would like to rework the layout of Crim Plaza into a more open, flexible space with moveable seating, areas for tents or tables, and to use inviting landscaping, furniture, and technology access to turn the space into more than a "pass-through".

City of Flint Zoning Coordinator (Bill Vandercook), Chief Building Inspector, City Sewer and Water Department, Fire Marshal, City Traffic & Sign Coordinator, and the City Engineer have reviewed and authorized the Crim Plaza renovation in accordance with the agreed upon location.

FINANCIAL IMPLICATIONS: No financial implications

BUDGETED EXPENDITURE? YES NO IF NO, PLEASE EXPLAIN: n/a

Dept.	Name of Account	Account Number	Grant Code	Amount
FY19/20 GRAND TOTAL				

PRE-ENCUMBERED? YES NO REQUISITION NO:

ACCOUNTING APPROVAL: n/a Date:



CITY OF FLINT

FINANCE APPROVAL: n/a Date: _____

WILL YOUR DEPARTMENT NEED A CONTRACT? YES NO
(If yes, please indicate how many years for the contract) YEARS

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining): none

STAFF RECOMMENDATION: (PLEASE SELECT): APPROVED NOT APPROVED

DEPARTMENT HEAD SIGNATURE: Suzanne Wilcox, Director, Dept. of Planning and Development
(PLEASE TYPE NAME, TITLE)



**CITY OF FLINT
CERTIFICATE OF ZONING COMPLIANCE**

Date 1-31-2022
Application # _____
Review Fee \$ 125⁰⁰

Applicant Information: CRIM FITNESS FOUNDATION
Name: BRANDON MORGAN Email Address: bmorgan@crim.org
Street Address: 452 S. SAGINAW City: FLINT State MI Zip 48502
Phone: 810 513 0211 Cell: 810 235 7131 Fax: N/A

Reviewed by Joe

Property Owner:
Name: UM - FLINT / CITY OF FLINT Email Address: chelswin@umflint.edu
Street Address: 303 E KEARSELEY City: FLINT State MI Zip 48502
Phone: 762-3434 Cell: N/A Fax: N/A

UM CONTACT:

If the application is made by other than the owner, it shall be accompanied by a duly verified affidavit of the owner or agent thereof that the application and the proposed work or operation is authorized by the owner. If the owner or lessee is a corporate body, the full name and address of the responsible officers shall be provided.

Site Address: #1 CITY ROW: W UNION ST, FLINT MI 48502 #2 UM-FLINT: RIVERFRONT CENTER FLINT MI 48502
Parcel # (s) 41-07-358-024 ; -023 Zoning Classification(s) D4
Current use of site/structure GENERAL USE, PUBLIC METRO BUSINESS
Proposed Use - Type of Construction/Alteration RESURFACE See CRIM PLAZA RENOVATION PROJECT - CARE and Usage Agreement DATED 1/4/22.

Please attach detailed description of proposed use and site plan.

*****ALL OF THE ABOVE INFORMATION IS REQUIRED*****

Application must accompany 6 copies of scaled site plans meeting the requirements of the Zoning Official. In case of any false statement or misrepresentation of fact on the application or plans on which the certificate is based, any zoning compliance certificate issued thereto shall be deemed null & void.

I hereby acknowledge the above facts and those on the attached site sketch and prints to be true to the best of my knowledge and state that said construction and/or occupancy of the structure and/or site shall occur in accordance with this certificate. Further, I agree to give permission for officials of the City Of Flint to enter the property for purposes of inspection.

Signature of Applicant BRANDON MORGAN - CRIM 1/28/22
Print/type name Date

Signature of Property Owner _____ Print/type name _____ Date _____

OFFICIAL USE ONLY

I hereby certify that I have reviewed plans for the purpose of zoning compliance only, not for construction.

Existing legal non-conformities: No / Yes : _____

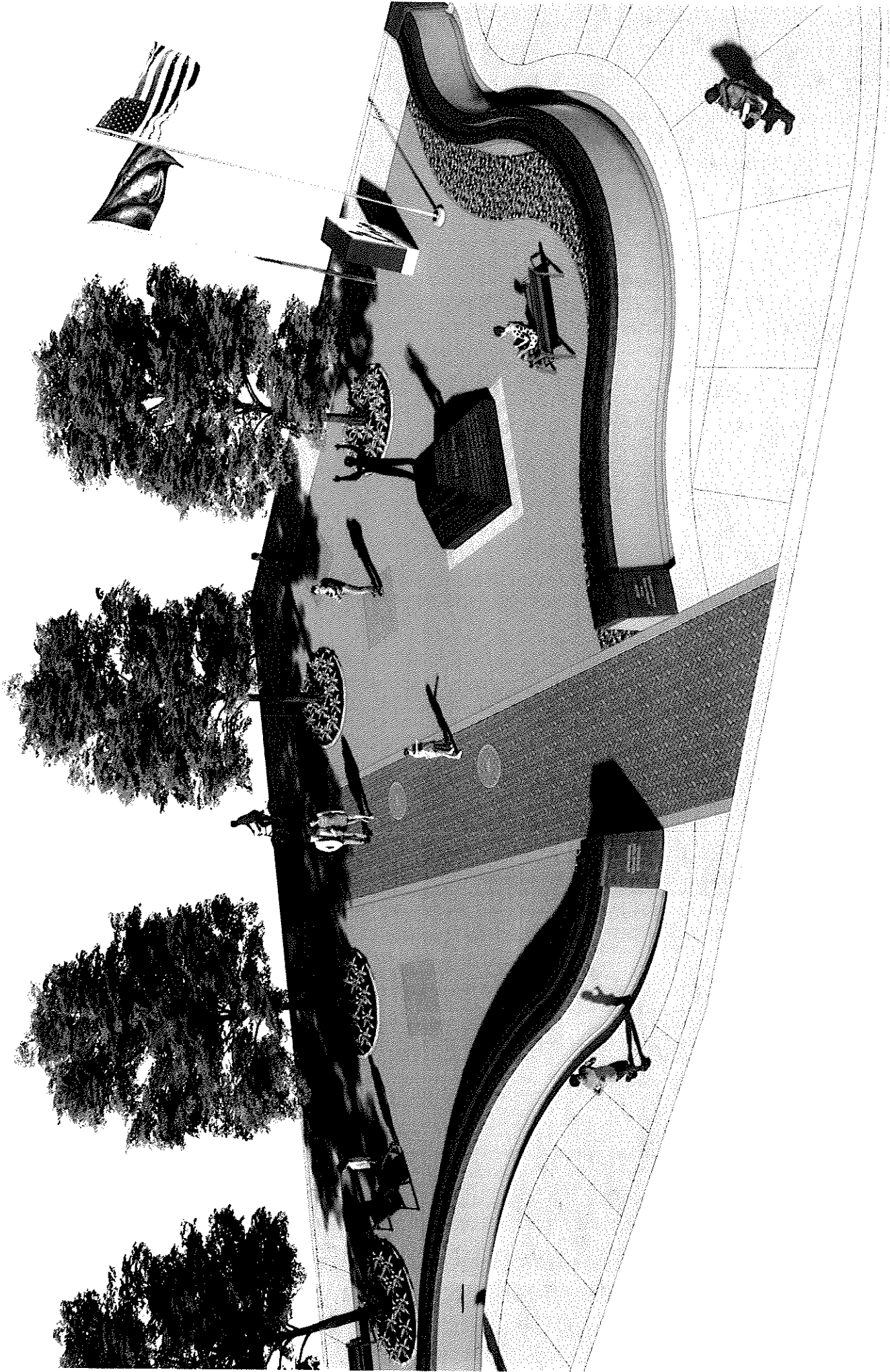
Zoning Compliance Certificate: Approved _____ Approved as noted Denied _____

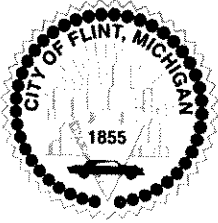
Comments / Reason for Denial: Requires City of Flint Building Permits. Requires ADA Ramp by River Front PLAZA Drive Sidewalk, per Mark Adams - City Engineer.

NOTE: New signage requires a separate SIGN permit Application

William Vandercook 4-1-2022
Zoning Official Date







RESOLUTION NO.: 220165

PRESENTED: APR 20 2022

ADOPTED:

Resolution to Appoint Ms. Moteez Wilson to the Economic Development Corporation Board

By the City Administrator:


WHEREAS, The Economic Development Corporation has a vacancy that needs to be filled, and

WHEREAS, Ms. Moteez Wilson has extensive experience in banking and business development, and

WHEREAS, Ms. Moteez has experience serving on the Flint Housing Commission and is familiar with the housing needs of the community and is a Flint resident,

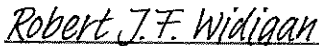
IT IS RESOLVED, That Ms. Moteez Wilson be appointed to the Economic Development Corporation Board, with a term of four years to fill one of the two vacancies.

APPROVED AS TO FORM:


William Kim (Apr 6, 2022 20:15 EDT)

William Kim, Interim Chief Legal Officer

APPROVED AS TO FINANCES:


Robert J.F. Widigan (Apr 11, 2022 10:30 EDT)

Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D EDWARDS
CLYDE D EDWARDS (Apr 11, 2022 10:44 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:



CITY OF FLINT

RESOLUTION STAFF REVIEW

April 6, 2022

AGENDA ITEM TITLE: Resolution to Appoint Ms. Moteez Wilson to the Economic Development Corporation Board

PREPARED BY: Department of Economic Development - Samantha Fountain

VENDOR NAME:

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The attached resolution is to appoint Ms. Moteez Wilson as a member to the Economic Development Corporation Board of Directors. Ms. Wilson has extensive experience in banking and her knowledge of financial markets makes her an excellent candidate for the position. Ms. Wilson will serve a four-year term as part of this appointment. Ms. Wilson is a Flint resident, residing at 2310 Clement Street, Flint, Michigan 48504.

FINANCIAL IMPLICATIONS: None.

BUDGETED EXPENDITURE? YES [] NO [x] IF NO, PLEASE EXPLAIN:

PRE-ENCUMBERED? YES [] NO [x] REQUISITION NO:

ACCOUNTING APPROVAL: _____ Date: _____

FINANCE APPROVAL: _____ Date: _____

WILL YOUR DEPARTMENT NEED A CONTRACT? YES [] NO [x] (If yes, please indicate how many years for the contract) YEARS

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)

BUDGET YEAR 1 N/A

BUDGET YEAR 2 N/A

BUDGET YEAR 3 N/A

OTHER IMPLICATIONS (i.e., collective bargaining): None

STAFF RECOMMENDATION: (PLEASE SELECT): [x] APPROVED [] NOT APPROVED

DEPARTMENT HEAD SIGNATURE:



CITY OF FLINT

Samantha Fountain

Samantha Fountain, Acting Economic Development Director



MOTEEZ A. WILSON

Vice President / Executive Summary

PROFILE

Moteez Wilson has extensive experience history in finance, managing developing relationships. She has the ability to develop and articulate strategic vision that focus on service. Throughout her diverse career Ms. Wilson has implemented numerous training and mentoring programs promoting leadership skills. Moteez takes a vision and makes it a reality through sound strategy development. She intuitively sees the threads of opportunity that wind through an organization, brings them together into a coherent whole, helps others extend their thinking, and drives material business advantage.

CONTACT

PHONE:
810-423-0882

EMAIL:
mowilson23@gmail.com

HOBBIES

Golfing
Tennis
Movies

EDUCATION

University of Phoenix
Bachelor of Science in Business Administration & Management
Graduate Magna Cum Laude
June -2007
Ohio State University
Major: Political Science
1986-1988

WORK EXPERIENCE

Housing Urban Development -Elderly / Disabled Service Coordinator August 2018 - September 2019

Responsible for working with the community service providers to meet the needs of the residents, act as a liaison with outside agencies and organizations to ensure resident have adequate support

PNC Bank NA- Vice President Business Banking January 2013-September 2017

Responsible for managing a portfolio of business banking clients who require financial services and products to meet their needs. Analyze the client's financial and operating strategies and recommend alternative or additional financial services.

Bank of America - Vice President/ Client Manager September 2010-January 2013

Generated profitable and deep relationships by functioning as a trusted advisor to my clients and prospects. Managed portfolio of clients with revenue size 5-20 million in gross sales.

SKILLS

Team worker who is able to adapt in highly changing situations
Excellent problem solving and communication skills
Familiarity with Power Point, Excel ,Outlook and Word
Highly skilled leader with skills in delegating task and team building
Exceptional organizational skills
Excellent presentation skills with both large and small groups

Moteez Wilson

Cell: 810-730-1542 ▪ mowilson23@ymail.com
Michigan

BUSINESS BANKING/VICE PRESIDENT/ GOVERNMENT EXECUTIVE SUMMARY

Expert in: Business Development ~ Lending ~ Banking ~ Management ~ Government

PROFESSIONAL EXPERIENCE

**The State Bank, Fenton, Mi
CRA Officer, Vice President**

September 2019 – Present

- Serves as the bank's CRA Officer.
- Responsible for research, analyze and interpret all applicable CRA regulations and statues and implement changes to and/or enhance existing policies and procedures.
- Coordinate, document and review lending, investment and service activity.
- Perform periodic review of bank's assessment areas to ensure reasonableness of the delineation.
- Perform a Fair Lending Assessment and a Fair Housing Assessment.
- Serve as the bank's principal liaison with external CRA compliance auditors, examiners and regulators.
- Maintain relevant CRA reports and files, including data and documentation.
- Prepare, analyze, and monitor banks statistics to determine adequate loan penetration of low- and moderate-income households and small businesses.
- Work with Regional Managers and local Market Managers to develop lending and investment programs that help meet the lending needs of low- and moderate-income households.
- Maintains an ongoing monitoring program which will provide management with timely information about the bank's CRA compliance position and gaps in CRA delivery of services, products, and investments to allow management to modify its goals and activities as required to maintain a Satisfactory CRA compliance rating
- Creates, updates, and maintains continuous records of CRA qualified products delivered, loans applied for and granted, and services provided within the CRA assessment area to facilitate periodic review of the bank's CRA compliance level and CRA performance. Updates the CRA Public File as needed. Maintains CRA-Whiz software (or equal) for report and analytics purposes.
- Working in concert with the bank's Training and Development Officer, delivers training to management vis-à-vis CRA compliance requirements and the bank's CRA plan, and delivers training to facilitate the delivery of CRA qualified investments, products and services by line and staff personnel who are in a functional position to contribute to CRA performance.
- Through contact with government officials and community leaders in the bank's CRA assessment area, identifies credit and services needs within the community and works with senior management to develop programs and sets goals to meet such needs as are identified, within the context of the bank's business model and peer performance.

**Port Huron Housing Commission, Port Huron, MI
Elderly/ Disabled Service Coordinator**

August 2018 – September 2019

- Responsible for working with the community service providers to tailor services to meet the needs of the eligible residents to stabilize housing, meet ongoing and future needs of the aging residents.
- Responsible for establishing a case management system to monitor and evaluate service delivery and outcomes.
- Coordinate and facilitate activities, programs, and events etc. for residents to foster a sense of community encouraging residents to support and assist each other moving toward self-sufficiency and creating a sense of home.
- Responsible for the assessment of (ALL) senior/disabled residents that includes the following areas: Employment, Education, Health, Family Support, Housing, Income Management, Transportation, Nutrition, and Daily Living Skills.
- Maintain good working relationships with community agencies for referral purposes and participate in appropriate community meetings.
- Attend and assist staff at meetings scheduled with residents with concerns or complaints.
- Provide timely and accurate reports of service activities, programing, events, and attendance.
- Provide information on activities, programing, and events for the PHHC newsletters, website, social media, and related resident notices.
- Develop, maintain, and facilitate Resident Councils at each senior village and encourage the formation of resident groups.

**PNC Bank, Tucker, GA
Vice President-Business Banker II**

January 2013 – September 2018

- Responsible for managing a portfolio of business banking clients who require financial services and products to meet their needs.
- Accountable for prospecting new business and retaining and deepening existing relationships
- Analyze the client's financial and operating strategies and recommend alternative or additional financial services to best meet the client's immediate and long-term personal and business needs.
- Well versed in all PNC products and services for proper identification of cross-selling opportunities.
- Cultivate internal partnerships with other lines of business to increase opportunities.
- Consistently networking in the community and with centers of influence.
- Proven track record of prospecting new business and enhancing existing relationships.
- Identify all major and most secondary credit issues
- Independently prepare timely, high-quality analytical work upon which significant reliance is placed in the credit approval process
- Establish risk ratings in conjunction with Market Loan Managers, prepare reports, participate in portfolio review meetings, and manage assets with assistance
- Prepare timely annual and periodic reviews, and the satisfactory resolution of credit deficiencies and renewals such as collateral exceptions
- Administer independently a portfolio of somewhat complex credit relationships while interacting with other underwriting staff and Credit Officers

Bank of America, Atlanta, GA
AVP-Business Banker/AVP- Client Manager

September 2010-January 2013

- Generated profitable and deep relationships by functioning as a trusted advisor to my clients and prospects.
- Proven track record of prospecting new business, enhancing existing relationships and meeting or exceeding sales goals
- Prospected, cold called, networked and developed new business opportunities within the small business banking community in a specific territory
- Well versed in all Bank of America products and services to ensure relationship building opportunities
- Built strong client relationships by proactively leveraging ideas, insights and relationships to generate new and incremental business for Bank of America.
- Managed portfolio of clients with revenue size 1- 10 million in gross sales
- Pre- underwrite loans before underwriter or Approval Officers reviewed the deals
- Identify all major and most secondary credit issues
- Independently prepare timely, high-quality analytical work upon which significant reliance is placed in the credit approval process
- Establish risk ratings in conjunction with Market Loan Managers, prepare reports, participate in portfolio review meetings, and manage assets with assistance
- Prepare timely annual and periodic reviews, and the satisfactory resolution of credit deficiencies and renewals such as collateral exceptions
- Administer independently a portfolio of somewhat complex credit relationships while interacting with other underwriting staff and Credit Officers

Flint Housing Commission, Flint, MI
Family Self-Sufficiency Program Director

December 2009-September 2010

- Managed and developed individuals in public housing to become self-sufficient while moving toward their potential in becoming active participants in the program.
- Located resources and built relationship with organizations to help this goal.
- Established positive working relationships with service providers to ensure the provision of a continuum of services.
- Prepared weekly, monthly, quarterly, annual and semi-annual reports.
- Grant writing preparation along with conducting research, and identifying resources.
- Traveled to various places implementing programs & assistance to low income elderly, youth and homeless.

PROFESSIONAL EXPERIENCE CONTINUED

Sallie Mae Retail Division, Detroit, Michigan 8/2000- 8/2003
Regional Manager/ Vice President of Sales

- Managed 30 retail stores, sold intimate apparel to high end customers throughout Michigan footprint
- Met 125% of quota my entire career with Sallie Mae Division- promoted to Vice President of Sales within 14 months

Best Buy Electronics, Detroit, Michigan 5/1994-8/2000
Human Resources Supervisor, Sales Manager, Regional Operations Manager

- Responsible for retention and growth, marketing P&L management
- Opening new stores, hiring and recruiting staff for all departments in the Metro Detroit area

Increased revenue and sales, by implementing new sales modules through coaching, training and team building

- Managed multiple departments, Supervisors, Managers and General Managers

Sunglass Hut, Detroit, Michigan 1990-1994

Store Manager, Area Manager, Regional Manager

EDUCATION

University Of Phoenix, Bachelor of Science in Business Administration

University Of Phoenix, Master Business Administration

Ohio State University, 1986-1988

EDUCATION AND PROFESSIONAL DEVELOPMENT

Certified Property Management

Nan McKay- Certified Family Self Sufficiency Program Coordinator

NAHRO-Professional Development System

NAHRO-Certified Executive Management, (CME).

NAHRO-Certified Public Housing, (CPH).

Bank of America- Credit Training, 101/201

PNC- Loan Training- Certified, 301

PNC- Certified Women's Business Advocate

Chamber of Commerce Ambassador

COMPUTER SKILLS

MS Word, Excel, Access, PowerPoint, Outlook, CBS System, Windows, NT, XP, Internet and Lotus Notes.

REFERENCES AVAILABLE UPON REQUEST