

BIRMINGHAM CITY COMMISSION – SPECIAL MEETING AGENDA

MARCH 13, 2023

MUNICIPAL BUILDING, 151 MARTIN

6:00 P.M.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Therese Longe, Mayor

II. ROLL CALL

Alexandria Bingham, City Clerk

III. PUBLIC COMMENT

The City of Birmingham welcomes public comment limited at the Mayor's discretion on items that do not appear in the printed agenda in order to allow for an efficient meeting. The Commission will not participate in a question and answer session and will take no action on any item not appearing on the posted agenda. The public can also speak to agenda items as they occur when the presiding officer opens the floor to the public. When recognized by the presiding officer, please state your name for the record, and direct all comments or questions to the presiding officer.

IV. DISCUSSION ITEMS

- A. Introductory Comments from Mayor Therese Longe
- The City Manager Candidates are sequestered in the 2nd floor conference room for the duration of this meeting. The City Clerk will use a random selection process to determine the order in which the candidates will be brought into the commission room for their final interviews.
 - Each candidate will be asked the standard interview questions listed in the packet. City Commissioners wishing to ask additional questions should adhere to the Interview Process Guidelines included in this packet as well as confirm the wording and appropriateness of any additional questions with the City Attorney.
 - After all candidates have been interviewed and as time allows the City Commission will then begin deliberations to select the next City Manager. If needed the discussion could extend into new business for the 7:30 p.m. regular City Commission meeting that will follow this special meeting.
 - It is the intention of the Commission to begin the regular City Commission meeting as close to 7:30 p.m. as possible.
- B. City Manager Candidates – Final Interviews
1. Interview Candidate A
 2. Interview Candidate B
 3. Interview Candidate C
- C. Deliberations regarding the City Manager Search
1. Resolution selecting ----- as the next Birmingham City Manager subject to a mutually agreeable employment agreement establishing the terms and conditions of employment between the selected candidate and the City of Birmingham.

XI. ADJOURN

Should you wish to participate in this meeting, you are invited to attend the meeting in person or virtually through ZOOM: <https://zoom.us/j/655079760> Meeting ID: 655 079 760

You may also present your written statement to the City Commission, City of Birmingham, 151 Martin Street, P.O. Box 3001, Birmingham, Michigan 48012-3001 prior to the hearing.

NOTICE: Individuals requiring accommodations, such as mobility, visual, hearing, interpreter or other assistance, for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 (voice), or (248) 644-5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance.

Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al (248) 530-1880 por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).



MEMORANDUM

City Clerk's Office

DATE: March 8, 2023

TO: Thomas M. Markus, City Manager

FROM: Alexandria Bingham, City Clerk

SUBJECT: Special Meeting - City Manager Recruitment – Supporting Materials

Below is the ordered list of the special meeting packet supporting materials for the City Manager Candidate final interviews, deliberation, and selection.

1. City Manager Candidate - Final Interview Questions
2. Human Resources Department - Interview Process Guidelines
3. City Manager Recruitment Portfolio
4. Department Head and Public Feedback on Final Candidate Interviews
5. City Manager Candidate Application Materials
 - a. Troy Bell
 - b. Jana Ecker
 - c. Blaine Wing
6. Approved City Commission Minutes
 - a. February 8, 2023 – First Round Interviews Part 1
 - b. February 9, 2023 – First Round Interviews Part 2
 - c. February 15, 2023 – Special Meeting – City Manager Candidate Meet and Greet

**City of Birmingham City Manager
Final Interview Questions**

These sample questions have been provided to the City Commission as a guide to interview the City Manager candidates. As the interviews proceed, the interviewers may ask additional relevant questions which are not on this list.

Questions:

1. Now that you have been previously interviewed by the City Commission, department heads, and met the public through the meet and greet process please answer the following questions:
 - a. What have you learned about Birmingham that you may not have been aware of prior to the interview process?
 - b. How has the process impacted your interest in the position and what do you now see as the most significant challenges facing the City?
2. Tell us why you think you are the best fit to serve as the next City Manager of Birmingham.

Interview Process Guidelines

Regulations and U.S. Law provide extensive protections against discrimination in employment. The City of Birmingham is an Equal Opportunity Employer, which means that we do not discriminate on the basis of:

- Race
- Color
- Religion
- Sex (including pregnancy, gender identity, and sexual orientation)
- National origin
- Age
- Disability
- Genetic information
- Retaliation for filing a charge of discrimination

Likewise, we are especially careful about the way in which we ask questions in interviewing. Generally, we focus on what we need to know to determine whether the candidate is capable of doing the job. All questions must be directly related to the job for which the candidate is applying. The key to understanding unlawful inquiries is to ask only questions that will provide information about the person's ability to do the job, with or without a reasonable accommodation.

The City's HR Department takes care in drafting a list of job-specific questions in partnership with the Hiring Manager in advance of the interview process to ensure a fair and consistent process for all candidates. Panel members must not deviate from the pre-approved list of interview questions. However, an interview panel member may find it necessary to ask a candidate a follow-up question based upon the information conveyed during the interview.

As a member of an interview panel, you should be aware of the types of questions that may be problematic, and how to properly phrase a job-related question. The following list is simply an illustrative guideline of potentially illegal questions (and their legal counterparts), and is in no way all-inclusive. When in doubt, consult with HR to avoid unnecessary missteps during the interview process.

Age / Date of Birth

Age-based inquiries should be avoided because state law prohibits discrimination against persons age 40 and older. An age inquiry may be made to ensure a person is "old enough" to work for the job being filled, or if the job is among the few where age discrimination is permitted such as physically dangerous or hazardous work or driving a school bus.

Example of Illegal Questions	Possible Legal Alternatives
<ul style="list-style-type: none"> • How old are you? • When is your birthday? • In what year were you born? • In what year did you graduate from college/high school? 	<ul style="list-style-type: none"> • Are you over the age of 18? • Can you, after employment, provide proof of age?

Marital/ Family Status (often alludes to sexual orientation)

The purpose of these “family” inquiries is to explore what some believe is a common source of absenteeism and tardiness. If the concern is regular work attendance, a better question would be, “Are you able to work the established work schedule?”

Example of Illegal Questions	Possible Legal Alternatives
<ul style="list-style-type: none">• Are you married or do you have a permanent partner?• With whom do you live?• How many children do you have?• Are you pregnant?• Do you expect to become pregnant? When?• How many children will you have?• What are your child care arrangements?	<ul style="list-style-type: none">• Would you be willing to relocate if necessary?• Travel is an important part of the job. Do you have any restrictions on your ability to travel?• Are you able to work the established work schedule?

Personal

Minimum height and weight requirements are unlawful if they screen out a disproportionate number of women or minorities. Unless we can show that a height or weight requirement is essential for job performance, such inquiries should be avoided.

Example of Illegal Questions	Possible Legal Alternatives
<ul style="list-style-type: none">• How tall are you?• How much do you weigh? (Questions about height and weight are always illegal unless it can be proven that there are minimum requirements to do the job.)	<ul style="list-style-type: none">• Are you able to lift a 50-pound weight and carry it 100 yards, as that is part of the job?

Disabilities

Inquiries about a person’s disability, health or worker’s compensation histories are unlawful if they imply or express a limitation based on disability. Under the Americans with Disabilities Act (ADA), any inquiry at the pre-employment stage, which would likely require an applicant to disclose a disability, is unlawful. We must avoid such inquiries or medical examinations before making a bona fide job offer. However, we may inquire about an applicant’s ability to perform certain job functions with or without an accommodation.

Disabilities (cont.)

Example of Illegal Questions	Possible Legal Alternatives
<ul style="list-style-type: none">• Do you have any disabilities?• Have you had any recent illness or operations?• Please complete this medical questionnaire.• What was the date of your last physical exam?• How's your family's health?• When did you lose your eyesight/ leg/ hearing/ etc.?	<ul style="list-style-type: none">• Are you able to perform the essential functions of this job with or without reasonable accommodations? (Legal if the interviewer thoroughly described the job.)• Will you be able to carry out in a safe manner all job assignments necessary for this position?• Are you able to lift a 50-pound weight and carry it 100 yards, as that is part of the job?

National Origin/ Citizenship

Inquiries about a person's citizenship or country of birth are unlawful and imply discrimination on the basis of national origin. A lawfully immigrated individual may not be discriminated against on the basis of citizenship. We shall not ask applicants to state their national origin, but can ask if they have a legal right to work in the U.S.

Example of Illegal Questions	Possible Legal Alternatives
<ul style="list-style-type: none">• Where were you/your parents born?• What is your native language?• What is your country of citizenship?• Are you a US citizen?	<ul style="list-style-type: none">• Do you have any language abilities that would be helpful in doing this job? (Legal if language ability is directly relevant to job performance.)• Are you authorized to work in the United States?

Military Service

It is unlawful to discriminate against someone because of membership in the National Guard, a state defense force or another state or Federal Reserve unit. Questions relevant to experience or training received in the military or to determine eligibility for any veteran's preference required by law are acceptable.

Example of Illegal Questions	Possible Legal Alternatives
<ul style="list-style-type: none">• What type of discharge did you receive?	<ul style="list-style-type: none">• In what branch of the Armed Forces did you serve?• What type of training or education did you receive in the military?

Affiliations

Example of Illegal Questions	Possible Legal Alternatives
<ul style="list-style-type: none">• What clubs or social organizations do you belong to?• Do you go to church?	<ul style="list-style-type: none">• List any professional or trade groups or other organizations that you belong to that you consider relevant to your ability to perform this job.

Race/Color/Religion

Employers that can prove a Bona Fide Occupational Qualification related to race, color and/or religion can seek such information. The City has not found any reason to inquire about the aforementioned. Do not ask questions related to race, color and/or religion.

Arrest Record

Related questions are listed on the first page of the employment application, and applicants are required to provide truthful information. The HR Department in conjunction with the Police Department will consider any disclosed convictions individually, and in consideration of the position in which the applicant is seeking.

Credit or Garnishment Record? Charge Accounts? Homeowner?

Answers to these inquiries are almost always irrelevant to job performance. Because census data indicates minorities, on average, are poorer than whites, consideration of these factors may have a disparate impact on minorities. Therefore, requests of this nature may be unlawful unless clearly required by business necessity.

Maiden Name, Spouse's Name? Mr., Mrs., Miss. or Ms.?

None of these inquiries are relevant to job performance. For example, a woman's maiden name or spouse's name may indicate religion or national origin. We may not discriminate against a person because of their status of being married, single, divorced, separated, or widowed.

Use or Nonuse of Lawful Products? Do you smoke? Drink Alcohol?

A person may not be discriminated against for using or not using "lawful products" in their personal time. The law contains some exceptions, but we generally should avoid inquiries in this area.



CITY MANAGER EXECUTIVE RECRUITMENT



"On behalf of the City of Birmingham and City Commission, we welcome your interest in joining our team. Birmingham is a vibrant community with a historic and prosperous downtown. The city is unique and affluent, with charming tree-lined neighborhoods. Our walkable downtown boasts a diverse assortment of retailers and restaurants, with movie theatres and a centrally located park completing the city center. With so much to offer, Birmingham is an ideal place to live, work and play."

Mayor Therese Longe



THE COMMUNITY

The City of Birmingham is located roughly halfway between the cities of Detroit and Pontiac, in Southeast Michigan. Birmingham is a vibrant community with a historic downtown dating back to the 1830's. The city is rated as one of the "Top 20 Most Walkable Communities" with a downtown featuring shops, restaurants, salons, spas, art galleries, home furnishings, antique dealers and clothiers.

Birmingham maintains the feel of a small town, while experiencing the benefits of an affluent urban area. The city is home to two top-rated municipal nine-hole golf courses, a picturesque trail system, a dog park, a newly renovated indoor ice arena and beautiful award-winning parks. Housing is primarily single-family homes of exceptional value with condos, townhomes and lofts throughout the downtown and rail district areas.

Education is highly valued. The schools, both public and private, offer a tradition of academic excellence that consistently rank them as some of the finest schools in the country.



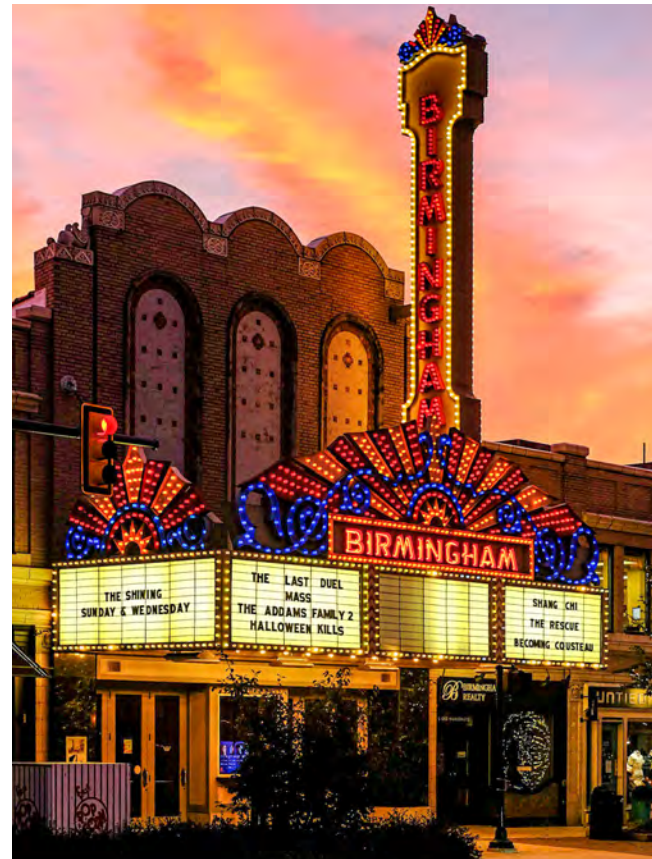
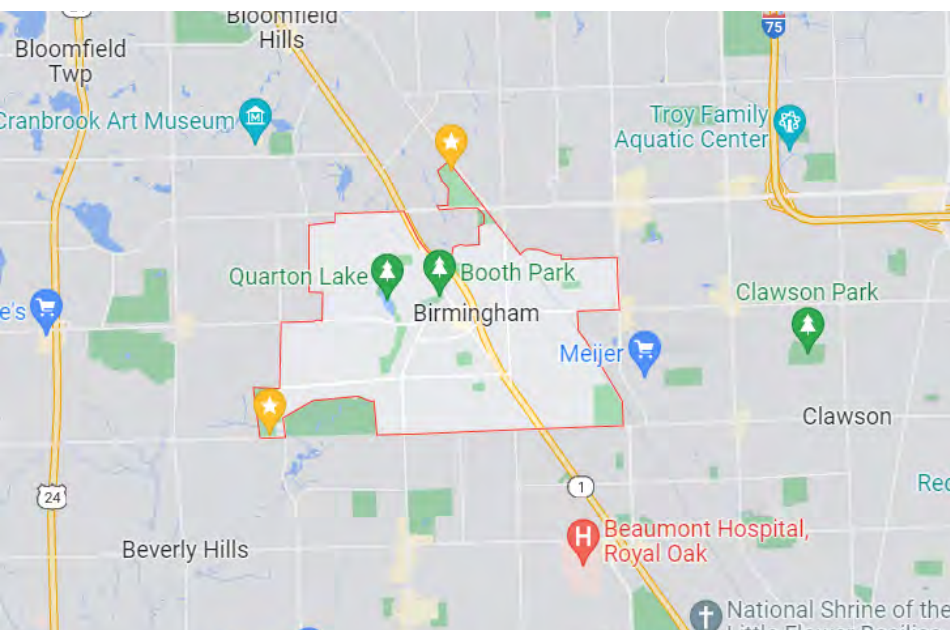


QUICK FACTS

Population: 21,813
Square Miles: 4.73
Median Home Value: \$538,900
Median Household Income: \$126,601

Birmingham City Hall
151 Martin Street
Birmingham, MI 48009
www.bhamgov.org

Staffing
175+ Full-Time Employees
100+ Part-Time Employees





WELCOME

About the Department

Following the traditional Council/Manager form of government, the City Manager is appointed by and reports directly to the City Commission. Acting as the chief administrative officer, the City Manager supervises all aspects of City operations on a day to day basis.

The current City Manager is planning for a phased transition into retirement. Depending on the selected candidate's start date, a period of overlap should provide an opportunity for the current City Manager to share his institutional knowledge of the City Government.

Opportunities

The future City Manager of Birmingham will have an opportunity to work on downtown infrastructure projects, strategic planning, unimproved streets, senior services, sustainability initiatives and more.

The City is currently developing a Strategic Plan which will help guide the new City Manager in project priorities.





THE IDEAL CANDIDATE

The City of Birmingham's ideal candidate for City Manager will embody a fully qualified professional with a dedicated alignment toward public service, as well as demonstrate a strong ability to:

- Regularly correspond with elected officials
- Positively represent Birmingham and its interests
- Adhere to a very high standard of ethics and integrity
- Utilize strong and concise communication skills
- Act flexibly and adaptively to multiple responsibilities
- Maintain up-to-date knowledge of municipal legislation
- Guide staff on all matters related to public service
- Remain politically unbiased but firm on City positions
- Motivate staff while guiding future development
- Consistently drive well-planned results on projects
- Obtain a top-down understanding of all City functions





QUALIFICATIONS

- Possession of a Bachelor's Degree in Public or Business Administration, or a closely related field.
- Possession of a Master's Degree is preferred.
- Minimum of 8 years of progressively responsible executive management experience, with at least 5 years of responsible experience as a municipal Department Director.
- Experience as an Assistant City Manager preferred.
- Knowledge of various municipal government functions including public safety, financial management, community development, engineering, municipal parking, public works, economic development, civic engagement, etc.
- Ability to work evening and weekend hours as City activities require.

The City of Birmingham is an Equal Opportunity Employer seeking qualified applicants, without regard to race or other protected status.

The City expects that both internal and external candidates will compete for the City Manager position.





SALARY & BENEFITS

Salary range of \$140,000 - \$160,000 DOQ, with an attractive benefits package, including:

- o Medical, dental, vision, and life insurance
- o Paid time off
- o 401(a) defined contribution retirement package
- o Retiree Health Savings plan
- o Voluntary 457 Retirement plan
- o Short/Long-Term disability
- o College tuition reimbursement
- o Flexible Spending Account

APPLY

Applications for the Birmingham City Manager position are due by 4:00 p.m. on December 2, 2022. Submit your application at www.bhamgov.org/jobs. Candidates selected for an interview will be required to appear in person or via Zoom before the Birmingham City Commission.



SEASONS OF BIRMINGHAM





APPLY TODAY!

Submit your application at:

www.bhamgov.org/jobs





MEMORANDUM

City Manager's Office

DATE: March 7, 2023

TO: Thomas M. Markus, City Manager

FROM: Melissa A. Fairbairn, Assistant City Manager

SUBJECT: Department Head and Public Feedback on Final Candidate Interviews

INTRODUCTION:

After meeting the three (3) finalists for the City Manager position on February 15, 2023, department head staff and the public were encouraged to share their feedback regarding the candidates for review by the City Commission.

BACKGROUND:

Following the department head interviews of the three (3) final candidates, Troy Bell, Jana Ecker, and Blaine Wing, staff were asked to rank each candidate's communication skills, municipal knowledge, professionalism, leadership skills, community engagement, and relevant experience using an exceeds, meets, or does not meet expectations metric. Department head level staff were also asked to provide open-ended feedback about each candidate.

The public was invited to meet with the finalists on February 15, 2023 at the Baldwin Public Library. Residents were able to speak with the candidates in an open-ended, one-on-one format. Following the meeting, the public was invited to share their feedback about the City Manager candidates on the Engage Birmingham website. The public survey included similar questions to the department head survey.

PUBLIC COMMUNICATIONS:

The February 15, 2023 finalist meet and greet was publicly noticed and residents were encouraged to attend through social media postings and e-blasts to the citywide email group. Residents were invited to participate in the Engage Birmingham survey through social media postings, an e-blast to the citywide email group, and a message to Engage Birmingham users.

SUMMARY:

The City Manager's Office solicited feedback regarding the three finalists for City Manager following the in-person department head interviews and public meet and greet on February 15,

2023. Department head staff submitted their feedback anonymously using Google Forms, while the public submitted their feedback using the Engage Birmingham website.

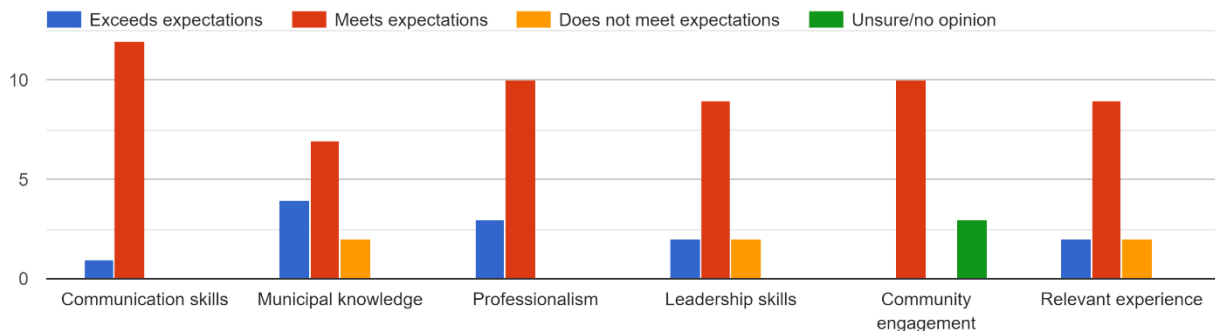
ATTACHMENTS:

- Department head feedback
- City Manager Interview Feedback Survey Response Report from Engage Birmingham

Department Head Feedback on February 15, 2023 Finalist Interviews

Troy Bell

Please rank Troy Bell on the following criteria:



Comments:

Troy Bell has wide experience in numerous settings and positions all over the country and in widely different fields. However, his understanding of Birmingham's unique needs and operations seems limited. This could require a significant adjustment for him to be effective and may compromise his ability to perform at the level required of the City Manager in Birmingham.

Troy is extremely smart but does not inspire, dry and hard to read emotionally, he circles a lot before answering questions. I do not feel like he would inspire us as a leader, meetings would be very slow, some of his comments come across that it would be his way or the highway, he will be the smartest man in the room but likely burn staff out because we won't be allowed to think for ourselves unless we align with him.

Troy presented well, however, was very long in his answers. Based on his interview and resume he seems to change employment quickly, yet despite his short tenure took credit for many accomplishments that would have likely taken much longer to complete. Based on that, I would assume most of the accomplishments he referenced he had little involvement.

I like how Troy demonstrated the use of technology to streamline city operations in past positions. He mentioned the use of Base camp for project management, cloud-based BS&A for payroll, and yearly community surveys. I like that he was looking at bundling smart home technology with lead service line replacements in his community because it would offer residents a reduction in price for both services while the work is being performed. The personal perspectives that he shared are admirable, including: 1. You have the responsibility to try and make a difference before you complain about it. 2. Look around, listen to others, learn about the problem, and then lead 3. Create a safe space for your team to try new things and fail Though he has extensive experience in all areas of municipal government, I have concerns that he does not stay in a position for longer than a couple years. I'm also concerned about his ability to complete a dissertation while managing a city.

Well spoken, but very long winded.

Mr. Bell's answers were long and sometimes vague and not relevant to the question. Mr. Bell's experience seems to have jumped around a lot with not a lot of actual municipal experience. Seems to have more experience with education rather than municipal.

Troy Bell has had a lot of municipal experience at a wide variety of communities. I see this as a positive and a negative. I believe that working for many communities gives him a unique perspective and ideas for solutions to problems that may arise. However, he has not stayed with any community long-term and that concerns me.

At this point, I am mostly interested in the details and the qualitative attributes of each candidate. Troy Bell is obviously qualified and has a plethora of experiences to bring to the table. His style in response to questions was a bit much for me, although he at least answered the questions he was asked. He seemed to be focused too much on his credentials and resume, perhaps because he is wise enough to recognize his situation as an external candidate and needed to try and separate himself in other ways. In any event, it became a little off-putting. I appreciated his use of anecdotes and lived experiences in the interview, as well as his apparent comfort with being in the room with all of us.

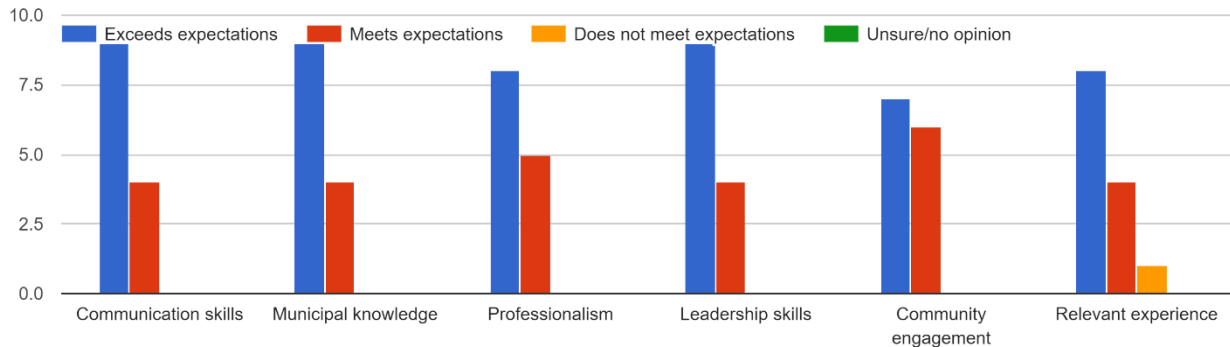
Troy had some great ideas that he put in place in his former communities. I think he would listen to staff and help them to meet their goals. Troy seemed kind and would be someone I could work with. However, with all of the great initiatives that he stated he has done in the past I do question why he couldn't be retained longer at his previous employments.

Appreciated how he illustrated his beliefs in supporting staff, understanding staff aspirations, and helping staff grow.

I think that he is a very calm, analytical person who would utilize his team's experience and expertise to lead. He answered questions with great knowledge, but kept it concise. This will serve him well in working with the public and the influencers in Birmingham. I do question whether Birmingham is the right fit for him though because he seems to be one that would be very good at helping challenged communities. He would bring some new tools and urban practices that are currently not leveraged here.

Jana Ecker

Please rank Jana Ecker on the following criteria:



Comments:

Jana Ecker has consistently demonstrated her versatility and competence in a wide range of municipal operations in her commitment to the City and all it stands for. She has developed the trust of staff and co-workers, residents, business, and regional representatives through a consistent and respectful approach to problem solving that is particularly effective in a community as complex as Birmingham. She is a natural leader who inspires others, is prepared, confident, and truly committed to making Birmingham everything it can be. Rarely does a municipality have this kind of talent available when the opportunity arises to fill the position of City Manager. Ms. Ecker is an outstanding and resourceful person who would be an excellent City Manager now and for many years to come

Jana is what we expect, she had the strongest responses to our questions, she is balanced in her ability to answer questions. She is easy to follow and would provide quality leadership.

Jana is well-spoken and brings over 20 years of experience with Birmingham. That historical knowledge is extremely valuable. While she may lack experience at the City Manager level she is very knowledgeable in the planning field and has built relationships with long standing staff members. She expressed her idea to create a senior staff team to assist now only in her development but also for those staff members with less time in the City. This displays her willingness to continue to grow as well as her desire to assist all staff members to grow in their fields.

Jana has extensive experience in Birmingham and over that time she has earned a reputation as being fair, hard-working, thoughtful, and ability to engage well with staff and the public.

When faced with an issue or a problem, she does the research, talks to everyone involved, and works with all parties to come to a thoughtful solution.

She's calm, level-headed, positive, and sets a good example for her staff. She's responsive, easy to reach, and does not micromanage or belittle staff. I feel comfortable running problems by her and I know that I will never be judged and will leave our conversation with a good plan of attack and a friendly pep talk.

She has worked well with other officials in the county, serves on several committees, and has big goals for the future of Birmingham. I think she should be rewarded for her leadership, commitment, integrity, hard work, knowledge, and ability to unify a team.

Best demonstrated understanding of the city's function. Relying very heavily on past experience.

Ms. Ecker's experience has mostly been around the planning/land use issues which is important in Birmingham. Her experience as Assistant City Manager has been short-term but she has already shown that she can manage projects for topics which she may not have had prior experience. One of Ms. Ecker's strongest assets is that she is very familiar with the City and the staff and has strong relationships with department heads. Another strong attribute of Ms. Ecker is that she can communicate ideas and thoughts to the public in a very easy to understand manner.

Jana interviewed very well with the department heads. More importantly, I feel that city staff trust Jana to have everyone's best interests in mind. Her many years of experience will be valuable to her in the role of city manager as she understands the history of various city projects and knows how to move goals forward in this city.

At this point, I am mostly interested in the details and the qualitative attributes of each candidate. Jana Ecker was comfortable, responsive, and took her time in considering her responses to questions, which I think will translate well into a City Manager role. She did not come across as arrogant or entitled to anything. She demonstrated a willingness to be a team player, and made a comment that her leadership style is more of a horizontal one as opposed to a top down, "my way or the highway" approach.

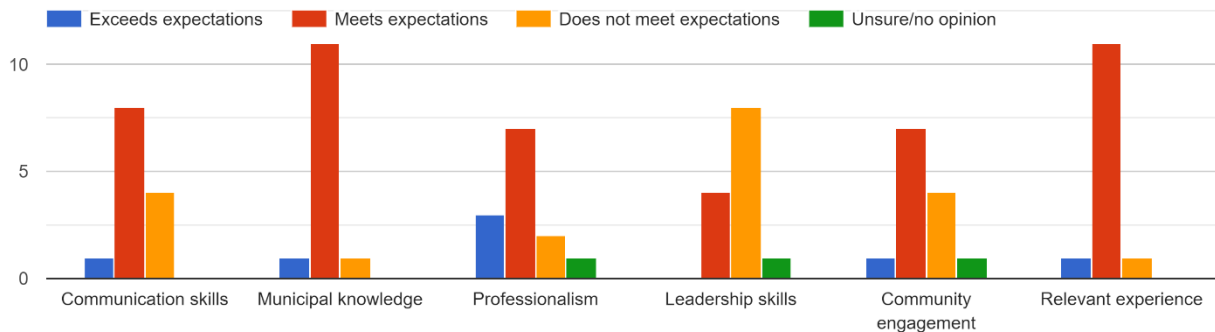
Jana has over 20 years of institutional knowledge that no other candidate can match. Along with this knowledge she has the respect of her peers to be our leader. In areas Jana may lack experience from not being a former city manager she will do like and good leader and rely on the expertise of her staff to assist. Jana also has the past history to show that she is loyal to Birmingham and will not use this position as a resume builder and move on in a few years. Birmingham needs stability and a great city manager. Jana has proven to be that person.

20+ years of institutional knowledge and building relationships with staff/other organizations in and around the city sets Jana up for success in the City Manager position.

She has considerable knowledge of Birmingham and the inner workings which will serve her well. I think she will find her own lane from the previous managers by using the experiences she's had as Assistant City Manager. Probably the only thing that I feel relevant experience was only at "meeting expectations", is because she hasn't been in another community in a long time to see how some are doing business and bringing those best practices into play. Otherwise, Jana knows her stuff, is able to concisely communicate that knowledge, she has a great rapport with the team and will be a steady leader that will have everyone's back yet hold us to our goals and expectations. I would encourage her to really get out into the community and build relations with key stakeholders and empower team members to do the work.

Blaine Wing

Please rank Blaine Wing on the following criteria:



Comments:

Blaine Wing's experience and style suggest a traditional management approach that is probably adequate in many municipal settings, but does not necessarily reflect the set of skills needed to meet the unique demands of the City Manager role in Birmingham. The community's needs are multifaceted and complex, and can have considerable impact on communication and functioning at all levels. Mr. Wing's presentation suggests that his leadership style may not be as adaptable and flexible as needed, and therefore his approach may not be a good fit in the role of City Manager in Birmingham.

Blaine reminds me of a stereotypical used car salesman, he's personable and smart, knows how to say a lot hit a few key words but provides nothing of value. His ability to avoid actually answering questions is amazing. He does not appear like a good fit for a manager.

Blaine also presented well. Over the course of his interview, he repeatedly would look down showing that he was searching for answers. While this in of itself was not an issue, the fact that most of his answers were fairly scattered was concerning. His train of thought and response to questions would bounce around different topics. Essentially, he was not organized in his thought pattern which gives concern about his overall organizational skills. Additionally, when asked why he left his previous employment he stated new members were on the board and it was a political issue, however, gave no real answer to the "why" creating concern as to what the real reason was.

Blaine Wing has an extensive background in HR along with an impressive list of certifications by various state and national organizations. He shows an interest in career development and advancement.

It concerns me that this candidate was asked to resign by his city council last year and has not shared any reasoning for this.

During both of his interviews that I watched, he repeated the phrase "trust, but verify" in regards to working with his direct reports. He also stated that he does not do anything alone and requires his team members to walk through their full presentations together ahead of council meetings. I have concerns about him being able to manage Birmingham's demanding schedule of city meetings and projects while being so heavily involved with details.

Answers were too high-level and lacked specificity.

Most of Mr. Wing's experience appears to be in the role of an assistant city manager heavily based in a human resource role and that really shows in his answers to questions. He has had some experience as an actual City Manager. He communicates well. His answers indicate that he listens to people and tries to resolve problems, however, it is not clear if the situation needed, that he could give a strong no. He does not appear to have much experience with land use issues. As with any new management change, there will be a steep learning curve to learn the history of the city and the many issues that confront the city.

Blaine's answers were sometimes vague and lacking concrete examples. His experience in Rochester could be relevant to working for the City of Birmingham but he did not point out any relevant projects that we may want to implement here.

At this point, I am mostly interested in the details and the qualitative attributes of each candidate. Blaine Wing leveraged his experience in similar communities in his interview, which I think was fair and helped demonstrate that he may be ready to take on the unique challenges in Birmingham. Blaine spoke well, but was a little less concise and deliberate in some of his responses than I would have hoped for. He did make himself appear approachable and down-to-earth, which was nice to see.

Blaine seemed to me that he is a people pleaser and basically stated things that he thought we wanted to hear. I was left to believe that Blaine would micro manage his staff causing confusion and lack of confidence in his department heads. Blaine should have told us more why he "resigned" from the City of Rochester.

Concerned about his beliefs on the importance of an ethics ordinance and his ability to manage potential transparency/OMA issues.

He had a difficult time answering the questions directly and trailed onto tangents that had no correlation to the question. He seemed to be a very compassionate person, and would build team camaraderie. However when it comes to facing issues, he seemed to not want to own issues and solutions as a team or the leader.

City Manager Interview Feedback

SURVEY RESPONSE REPORT

16 February 2023 - 06 March 2023

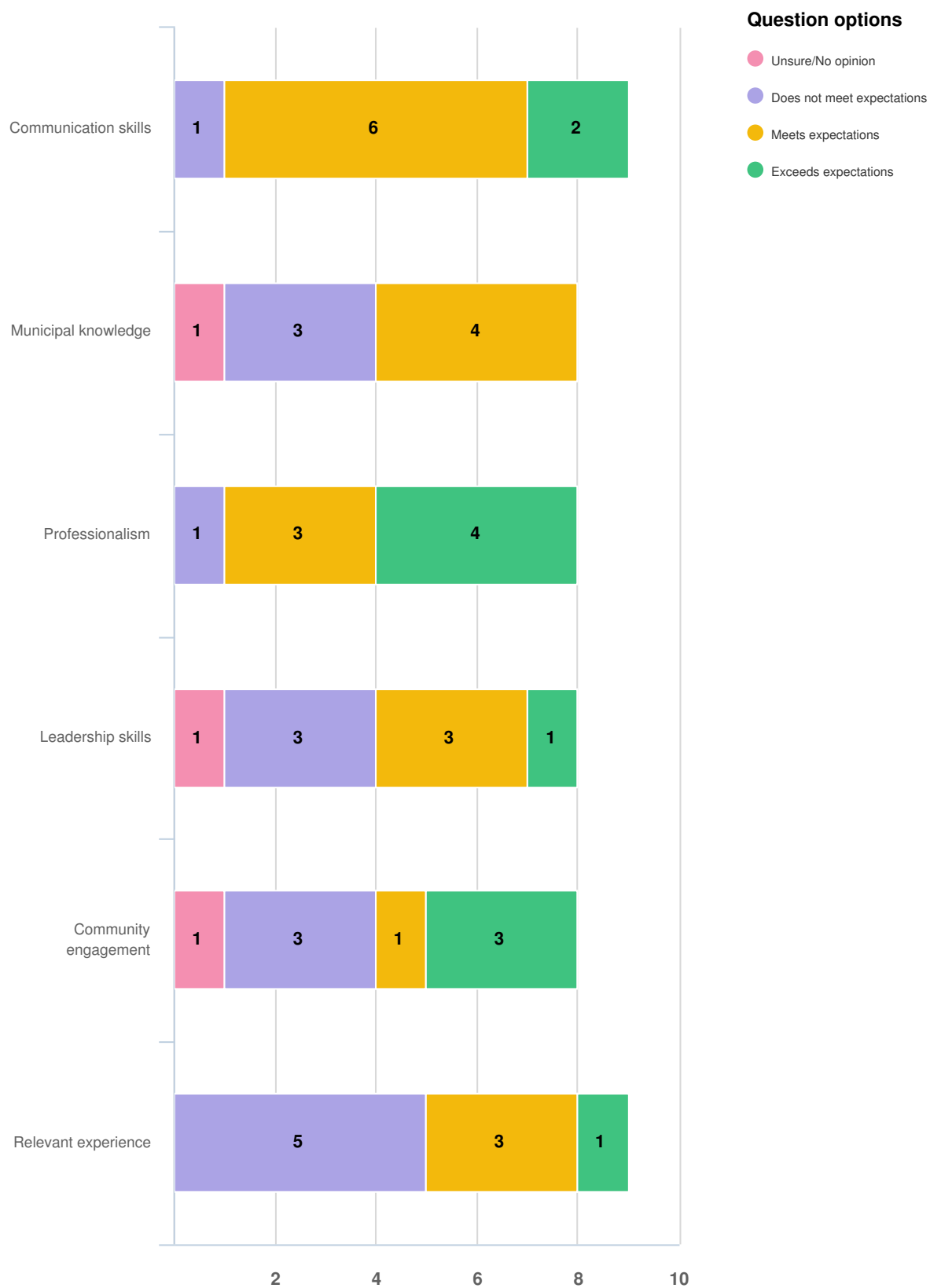
PROJECT NAME:

City Manager Selection



SURVEY QUESTIONS

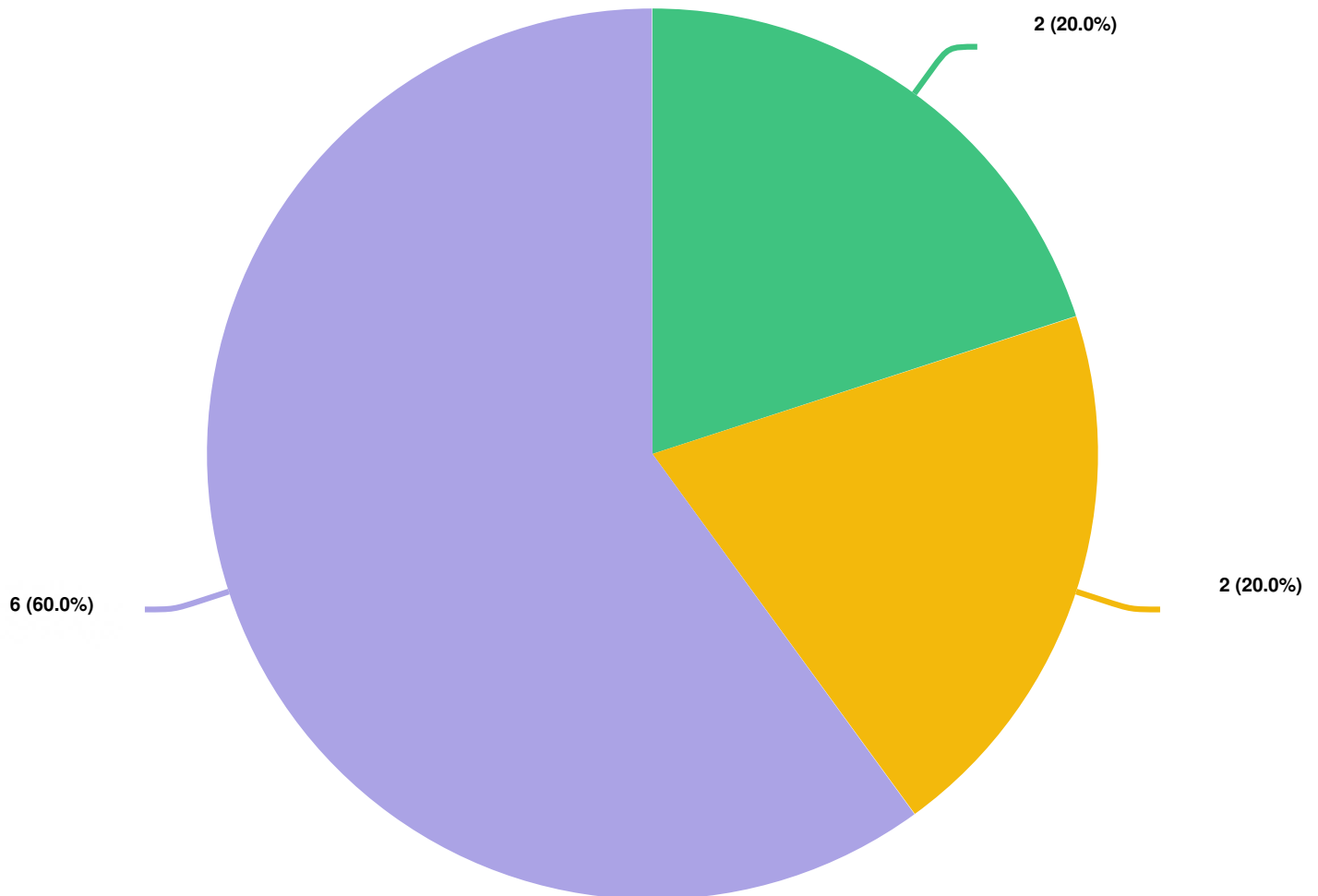
Q1 Please rank Troy Bell on the following criteria:



Optional question (9 response(s), 1 skipped)

Question type: Likert Question

Q2 Do you recommend Troy Bell for the role of City Manager?



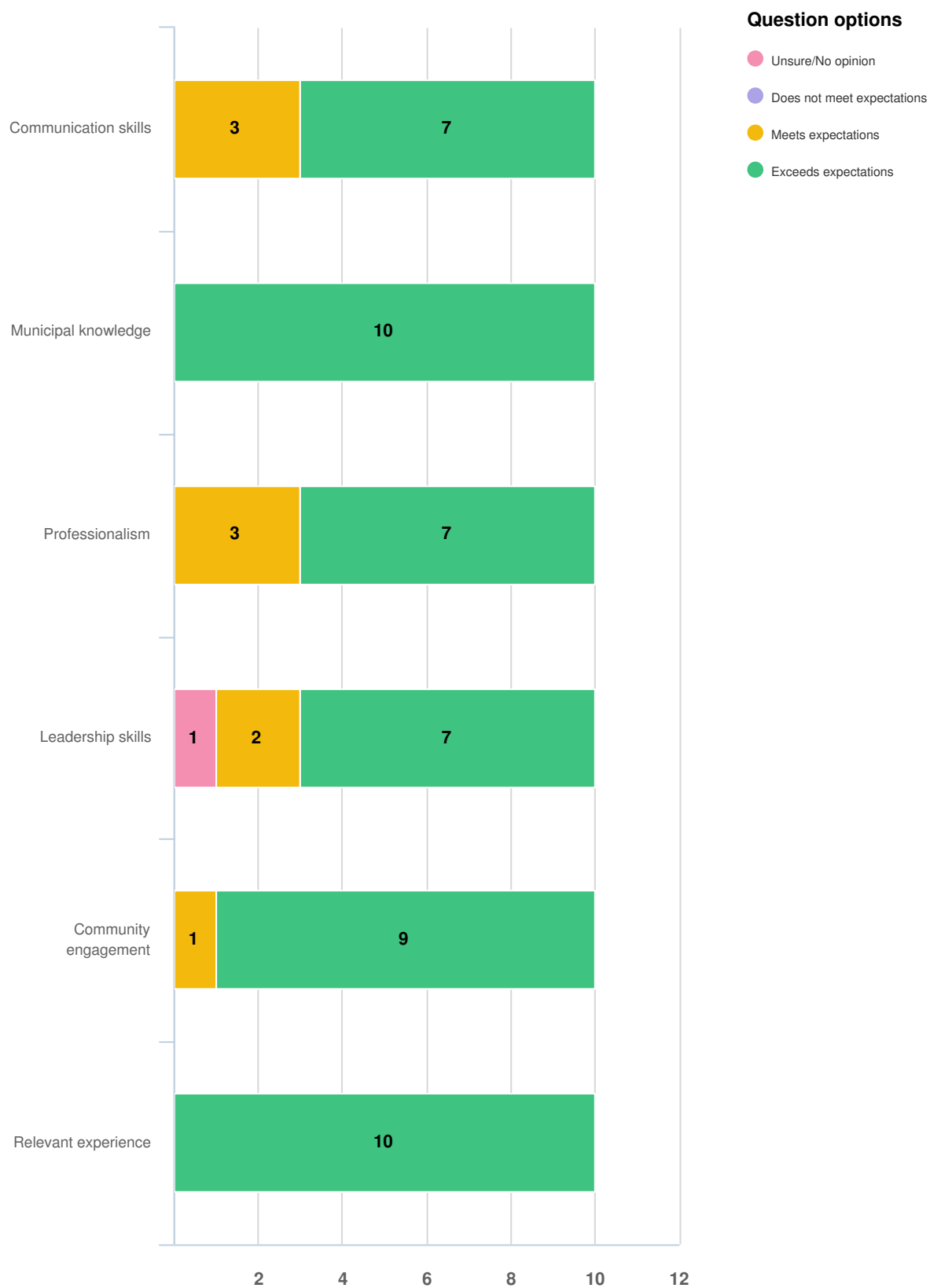
Question options

- I strongly do not recommend this candidate ● I highly recommend this candidate ● I do not recommend this candidate
● Unsure/No opinion ● I recommend this candidate

Optional question (10 response(s), 0 skipped)

Question type: Dropdown Question

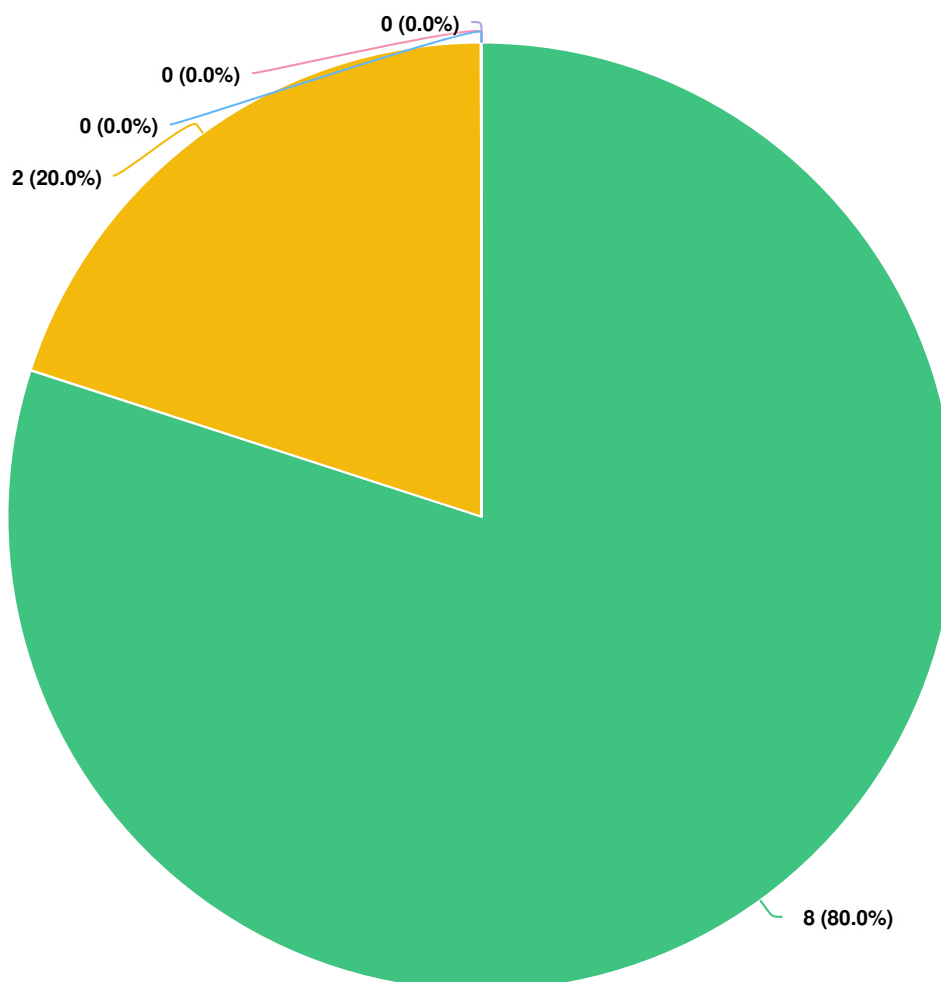
Q3 Please rank Jana Ecker on the following criteria:



Optional question (10 response(s), 0 skipped)

Question type: Likert Question

Q4 Do you recommend Jana Ecker for the role of City Manager?

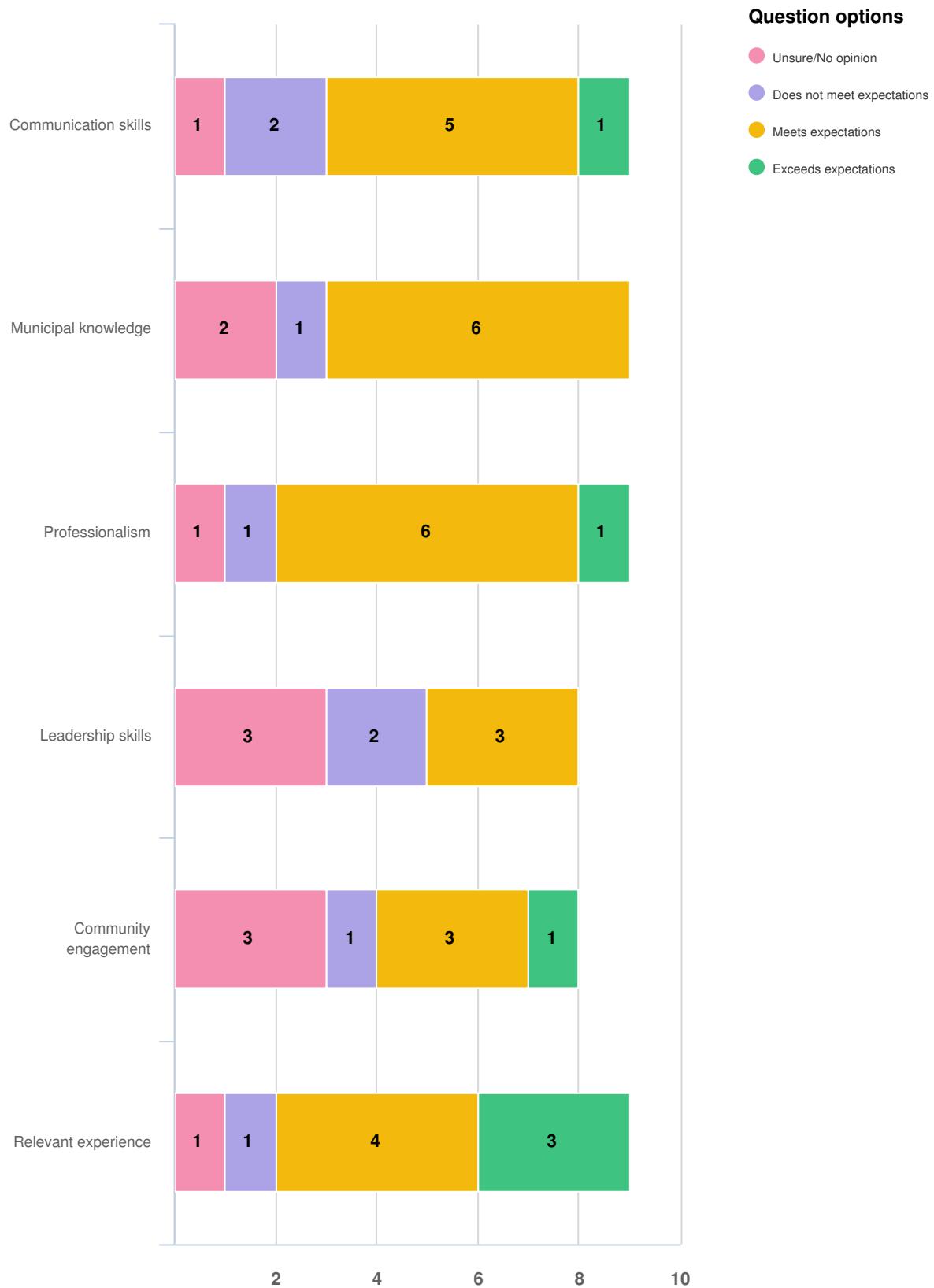


Question options

- ☐ I strongly do not recommend this candidate ☐ I do not recommend this candidate ☐ Unsure/No opinion
☐ I recommend this candidate ☐ I highly recommend this candidate

Optional question (10 response(s), 0 skipped)
Question type: Dropdown Question

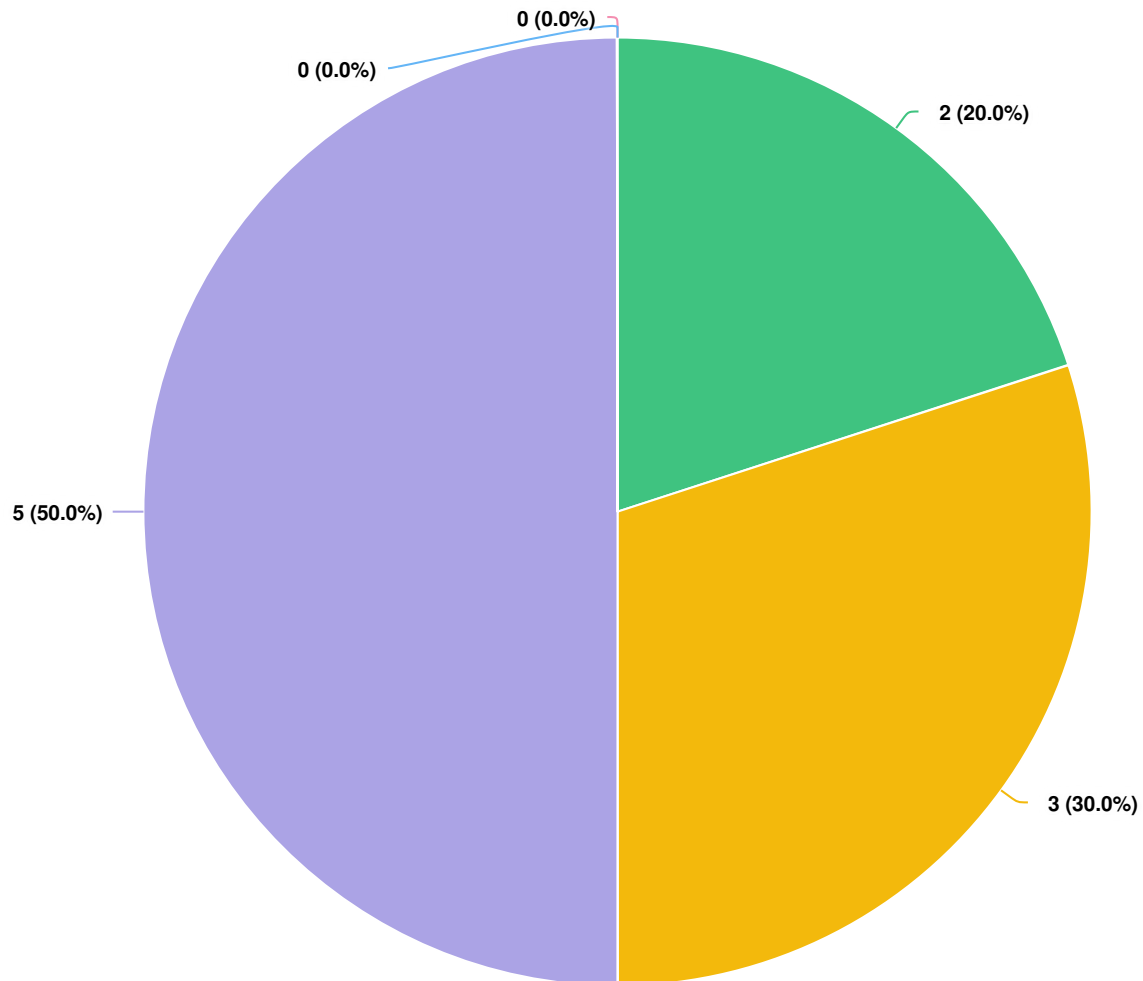
Q5 Please rank Blaine Wing on the following criteria:



Optional question (9 response(s), 1 skipped)

Question type: Likert Question

Q6 Do you recommend Blaine Wing for the role of City Manager?



Question options

- ☐ I strongly do not recommend this candidate ☐ I highly recommend this candidate ☐ I do not recommend this candidate
☐ Unsure/No opinion ☐ I recommend this candidate

Optional question (10 response(s), 0 skipped)
Question type: Dropdown Question



Employment Application | Submitted: 27-Nov-2022

Troy Bell

 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 United States

City Manager

Job Location - Birmingham, MI
Department - Manager's Office
Source - Other - ICMA

Employment Experience

List any jobs held in the past 10 years. List your present employment first. List every promotion as a new job. Briefly summarize your job duties to give the reviewer a general idea of your tasks and responsibilities. Please include all requested information, even if a résumé is attached.

Note: If you are unable to provide a phone number, enter 000-000-0000.

[REDACTED] - Current Employer

Job Title: City Manager

Dates Employed From: Sep/2019

Dates Employed To: Currently Employed

Employment Length: 3 years, 3 months **Position Type:** Full-Time

Duties: City Manager, [REDACTED], MI (09/27/19 - current) ▪ 11,000 Residents ▪ Budget \$9M ▪ Direct Reports: 7 Indirect: 4 ▪ Total: 77 ▪ Responsible to 7-member Council; direct management of all services, departments, and divisions of City and the organization budget; Serve as Exec. Dir. of Downtown Development Authority; Land Use; Economic Development; Media Relations and PIO ▪ Achievements - Negotiated innovative technology and solar contracts. Established reserve certified police officer program. Architect of "Reaching New Heights" Renaissance Vision Initiative: downtown revitalization, marketing campaign, neighborhood renewal (gentrification without displacement), Orchestrated Community Developments – Park Place on Broadway and Shoppes on Sherman. Steered City through COVID-19 emergency declarations and implementation of Cannabis Licensing and Social Justice Plan; Reorganized city departments and restructured Public Works, Water Filtration, Facilities and Maintenance, and Engineering. Captured \$850K+ lost revenues; Partnered with State Treasury to fund Target Market Analysis, Finance office overhaul, and development of large State-owned parcels in City; Developed new affordable high-quality housing construction and home renovations - attracting multiple new investors and developers. Spearheading universal childcare effort; and successful "Buy Here, Live Here, Work Here, Invest Here" Campaign, Raised \$70K from local businesses to support new community engagement technology initiatives; Negotiated 7 Collective

Supervisor Name: Council

Supervisor Title: Council

Starting Rate of Pay: 85000

Ending Rate of Pay: 103000

May We Contact? No

Bargaining Units. Procured ~\$30M in federal, state, and local economic development grants.

Reason For Leaving: Currently Employed

Employment Gap - In School

Jan/2017 - Dec/2019

Details: Attending school fulltime - classwork to finish coursework required for dissertation. Latter half of last semester overlapped with part-time start of position with [REDACTED]. PhD dissertation is currently on hold

Length: 2 years, 11 months

Employment Gap - In School

Dec/2016 - Dec/2016

Details: School semester ended in Dec 2016 and next semester started in Jan 2017 - this is intervening period

Length: 0 years

City of Walla Walla, WA

Job Title: Deputy City Manager and Treasurer, Acting City Manager

Dates Employed From: Jul/2016

Dates Employed To: Nov/2016

Employment Length: 0 years, 4 months

Position Type: Full-Time

Duties: Deputy City Manager and Treasurer, Acting City Manager - City of Walla Walla, WA (July 2016 – November 2016) ▪ 35,000 Residents ▪ Budget \$60M ▪ Direct Reports: 5 Indirect: 7 ▪ Total Staff: 275 / Vendors: Multiple ▪ Responsible for direct management of the Support Services portfolio of Divisions – Communications, I.T., CDBG Neighborhood and Community Services, Fleet and Facility Service, the City Clerk's Office, and Municipal Courts. As DCM, also served as City Treasurer and Risk Management Officer, per City Charter. ▪ Managed all departments in Chief of Staff styled DCM role – Parks and Rec, Libraries, HR, Public Works, Planning, Police and Fire. ▪ Responsible for Council Agenda Prep and Latino and Homeless relations and outreach. Designee as City's representative for various external committees – Lodging Tax Advisory Board, the CVB, Housing Authority, CDBG Board, etc. Served (the large majority of my tenure) as Acting CM responsible for all City full-services. ▪ CM rescinded leave of absence, my term as interim ended, CM hired new DCM.

Reason For Leaving: ▪ CM rescinded leave of absence, my term as interim ended, CM hired new DCM.

Supervisor Name: Allen Pomraning

Supervisor Title: Mayor

Starting Rate of Pay: 130000

Ending Rate of Pay: 135000

May We Contact? Yes

Lighthouse Pathways Academy

Job Title: Superintendent of Schools (Chief Academic Officer)

Dates Employed From: Jun/2014

Dates Employed To: Jul/2016

Employment Length: 2 years, 1 month

Position Type: Full-Time

Supervisor Name: Dr Carl Warren

Supervisor Title: Board Chair

Starting Rate of Pay: 103000

Ending Rate of Pay: 135000

May We Contact? Yes

Duties: Superintendent of Schools (Chief Academic Officer): Pathway Academies, Pasadena and Lighthouse Academies, Tampa (June 2014 – July 2016) ▪ 80+ Interstate Schools/6 states w/24,000 majority - poor and minority students (Innovation and Inquiry Academies – i2) ▪ Budget \$240M ▪ Direct Reports: 8 ▪ Total Staff: 2400 / Vendors: Multiple ▪ Responsible for developing and managing K-12 charter schools nationally; all strategic and operational activities; Led Strategic Planning Process. Performed major reorganization and overhaul. Restructured operations and funding mechanisms. ▪ Managed HR, IT, Fleet, Facilities, Public Safety, Capital Improvement Growth/Development Plans, Libraries, Rec. Programming. ▪ Recruited to rejoin Local Government as part of succession plan to serve as DCM, Interim CM, then CM.

Reason For Leaving: ▪ Recruited to rejoin Local Government as part of succession plan to serve as DCM, Interim CM, then CM.

StudentsFirst

Job Title: Florida Director of Outreach and Deputy State Legislative Advocacy Director

Dates Employed From: Mar/2013

Dates Employed To: Jun/2014

Employment Length: 1 year, 3 months

Position Type: Full-Time

Duties: Florida Director of Outreach and Deputy State Legislative Advocacy Director (Education: Students First) (March 2013 – June 2014) ▪ State of Florida ▪ Pop: 19M ▪ Budget \$10M Operating ▪ Direct Reports: 5 ▪ Total Staff/Volunteers: 2030 / Vendors: 2000 FTE ▪ Managed statewide community outreach and Intergovernmental Relations - state, regional, local and with community-based organizations; Created organizational strategic plan. Served as Registered lobbyist. ▪ Responsible for enacting legislation and writing policies. Directed all field staff operations across the state. social-media, paid media, earned media campaigns. Established organizational performance management metrics. ▪ Florida state organization was dissolved when funding was eliminated.

Reason For Leaving: ▪ Florida state organization was dissolved when funding was eliminated.

Supervisor Name: Organization Dissolved

Supervisor Title: Organization Dissolved

Starting Rate of Pay: 103000

Ending Rate of Pay: 115000

May We Contact? Yes

Charter Schools USA (CSUSA) National Ed. Network

Job Title: National Dir. of Gov. Affairs (12 States)

Dates Employed From: Feb/2012

Dates Employed To: Mar/2013

Employment Length: 1 year, 1 month

Position Type: Full-Time

Duties: National Dir. of Gov. Affairs (12 States) - CSUSA National Ed. Network (February 2012 – March 2013) ▪ 12 existing states + 4 prospecting states ▪ Budget \$70M CIP ▪ Direct Reports: 4 ▪ Total Staff: 70 / Vendors: 11 @ 55 FTE ▪ Responsible for Economic/Business Development - all new market expansion strategies, passage of favorable legislation, cultivating strong relationships with State and Local Legislators, Boards, Councils and Non-profits. ▪ Managed staff and vendors across 16 states. ▪ Position outsourced to align distributed resources needed for rapid national growth.

Supervisor Name: Jon Hage

Supervisor Title: CEO/Owner

Starting Rate of Pay: 130000

Ending Rate of Pay: 145000

May We Contact? Yes

Reason For Leaving: ▪ Position outsourced to align distributed resources needed for rapid national growth.

City of Beverly Hills, CA

Job Title: Assistant to City Manager

Dates Employed From: Sep/2010

Dates Employed To: Nov/2011

Employment Length: 1 year, 2 months

Position Type: Full-Time

Duties: Assistant to City Manager - City of Beverly Hills, CA (September 2010 – November 2011) ▪ 35,000 Residents; 200,000 Daytime Population ▪ Budget \$450M ▪ No Direct Reports (9 non-direct reports in Special Projects Role) ▪ Total Staff: 996+ Special Projects Management role; Inter-departmental engagement: Public Works and Parking, HR Budget and Finance, Library Parks and Recreation, Public Safety, Building and Planning ▪ Responsible for implementation of multiple Cross-Departmental Initiatives - ERP Implementation (and Requirements Mapping); Co- Led Strategic Plan development with CM; Led Bicycle Street Plan development; Designed City-Branded credit card program; Created 1st City – 5-Year Budget Forecast; Created Employee Green Commuter Incentive Plan; Solar Electric Facility Plan Team. ▪ Competitive Fellowship Placement – Successfully completed fellowship with honors.

Reason For Leaving: City Manager retired and recession limited positions elsewhere that were open

Supervisor Name: Jeff Kolin

Supervisor Title: Manager

Starting Rate of Pay: 120000

Ending Rate of Pay: 150000

May We Contact? Yes

Educational Background

List below your educational background, including high school, all colleges, trade and military service schools.

Oxon Hill Science and Tech | High School or Equivalent

Degree:

Graduated? Yes

Major:

Location: Oxon Hill, MD, MD, UNITED STATES

University of Miami | College or University

Degree: Dual BLA/BS

Graduated? Yes

Major: Economics, Criminology/Sociology, and eq Finance, Applied Physics, Mechanical Engineering

Location: Coral Gables, FL, UNITED STATES

MDCC - Miami-Dade Community College | Certification

Degree: Law Enforcement Cert

Graduated? Yes

Major: State Certified Police Officer

Location: Miami-Dade County, FL, UNITED STATES

Baruch - CUNY | Graduate School

Degree: MPA

Major: Public Administration - City Management (National Urban Fellowship)

Location: Manhattan, NY, UNITED STATES

Graduated? Yes

University of Miami | Graduate School

Degree: Master Science - Finance

Major: Public Finance

Location: Coral Gables, FL, UNITED STATES

Graduated? Yes

Purdue University (pending) | Graduate School

Degree: PhD (Dissertation Pending)

Major: Intersection of Education Systems and Local Government

Location: West Lafayette, IN, UNITED STATES

Graduated? No

Cover Letter & Resume

You may provide us with your cover letter & resume here. You may either copy and paste a cover letter & resume in the space provided or upload a file.

Click on the link to open the resume file if you wish to print the formatted resume.

File Name	Link	
Current - Troy Bell - Skel Resume 052122 NPS CA - v12.pdf	<div>Preview</div>	Download
2022 Application References v2- Troy Bell.pdf	<div>Preview</div>	Download
Baruch MPA - Trans and Diploma- 2.pdf	<div>Preview</div>	Download
UM - Diploma IMG_5053_1_.pdf	<div>Preview</div>	Download
UM Grad Trans - 2.pdf	<div>Preview</div>	Download
Troy Bell - 2 Cover letter CM - Birmingham_ MI.pdf	<div>Preview</div>	Download

Text Only Resume

No Text Only Resume on File

References

Please fill out the information below regarding references.

Note: If you are unable to provide a phone number, enter 000-000-0000. If you are unable to provide an email address, enter noreply@noemail.com

Dr Carl Warren

Company: Lighthouse Pathways Academy
Occupation: Board Chair - Legacy
Years Known: 8

Phone: [REDACTED]
Email: [REDACTED]

Mark Eisenbarth

Company: Muskegon County
Occupation: County Manager
Years Known: 3

Phone: [REDACTED]
Email: [REDACTED]

Mark Washington

Company: City of Grand Rapids
Occupation: City Manager
Years Known: 6

Phone: [REDACTED]
[REDACTED]
[REDACTED]

Additional Questions

General Information | Score Total - 0

Question	Answer	Score	Disqualifier?
Minimum Salary Acceptable: *	155000 negotiable		
Date available for work: *	Jan 2023		
Prior addresses (last 5 years):	[REDACTED]		
Are you interested in full-time work? *	Yes	0	
Are you interested in part-time work? *	No	0	
Would you like to be considered for seasonal opportunities? *	No	0	
Are you 18 years of age or older? *	Yes	0	
Do you have any relatives now or previously employed by the City of Birmingham? *	No	0	
Have you ever been convicted of a crime? (A positive response to this question does not automatically disqualify you from consideration) *	No	0	

Are there any felony charges pending against you? *	No	0
Do you know of any reason why you would not be able to perform the essential functions of the job for which you are applying, with or without accommodation? (Michigan law requires employers to make accommodations to disabled applicants and employees where the accommodation does not impose an undue hardship on the employer. Disabled employees and applicants may request an accommodation of their disability by notifying the City in writing of the need for accommodation within 182 days of the date the disabled individual knows or should know that an accommodation is needed. This requirement does not apply to an individual's rights under the Americans with Disabilities Act. Failure to notify the City will preclude any claim that the employer failed to accommodate the disabled individual.) *	No	0
Have you ever worked for a company under a different name? *	No	0
Have you ever been discharged from any employment? (A positive response to this question does not automatically disqualify you from consideration) *	Yes	0
If Yes, please explain: *	Other than the reasons given earlier for leaving positions, at Walla Walla the position was terminated when the manager chose not to retire and instead returned to work	

Professional Licenses/Certifications/Credentials | Score Total - 0

Question	Answer	Score	Disqualifier?
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List all professional licenses, certifications, and/or credentials. Include type and number: ICMA-CM

Driver's License Information | Score Total - 0

Question	Answer	Score	Disqualifier?
Driver's License Number: *			
Expiration date: *			
State Issued: *	FL		

Computer & Systems Proficiency | Score Total - 0

Question	Answer	Score	Disqualifier?
Please list any applicable computer skills:	Office Suite P3 Project Management BS&A Financeial Mgmt		
Please list your typing speed: ___wpm *	not sure		

Military Service | Score Total - 0

Question	Answer	Score	Disqualifier?
Have you served in the Military? *	No	0	

Applicant Statement

If selected for employment, the following prescribed conditions must be met before such employment offer is considered final. All persons hired by the City of Birmingham must undergo and pass a medical examination (including, but not limited to, physical examination, psychological evaluation (for sworn Fire and Police), and drug and/or alcohol screening) from a City- appointed physician or other professional at no cost to the applicant. The medical examination must be scheduled and taken, and results received, prior to the employee's first date of employment. Prior to the date of hire, candidates must provide original documents establishing their employment eligibility as required under the Immigration Reform and Control Act of 1986. An investigation of past employment references and other information will be conducted. Acceptance of an offer of employment does not create a contractual obligation upon the City of Birmingham to continue employment in the future.

I understand that by completing this application there is no guarantee of a job interview or a job offer. No promises regarding employment have been made to me and I understand that no such promise or guarantee is binding upon the City. I also understand that nothing in this employment application, in the City's statements, policies, or Employee Handbook, or in my communications with any City official or representative is intended to create an employment contract between the City and me. Additionally, I understand that if an employment relationship is established, I have a right to terminate my employment at any time. I also understand that the City retains the right to terminate my employment at any time, unless I am subject to a just cause provision under a collective bargaining agreement. Further, I understand that the City has the right to modify its policies without giving me any notice of the change(s).

I hereby authorize the City of Birmingham to verify all the information I have provided on my application. I also agree to execute, as a condition of employment or continued employment, any additional written authorizations necessary for

the City to obtain access to and copies of records pertaining to this information. I expressly authorize the City of Birmingham to contact any of my current or prior employers, educational institutions, and other references I have provided, and release all of those employers, educational institutions and references and the City of Birmingham from any and all liability arising from their giving information about my employment, academic, and/or military experience. For purposes of the medical examination(s), I hereby authorize the City of Birmingham to access any medical histories or records pertaining to me. I also hereby waive any right under the Bullard-Plawecki Right to Know Act, 1978 PA 397, to receive written notice from the City of Birmingham or any former or current employer, that a disciplinary report, letter of reprimand, or other disciplinary action taken against me while employed, will be or has been disclosed to a third person or entity.

I agree not to commence any action or suit relating to my employment with the City of Birmingham more than 180 days after the occurrence of the facts giving rise to the claim, or more than 180 days of the date of my termination of such employment, whichever is earlier, and to waive any statute of limitations to the contrary.

If I am employed, I understand that additional personal data will be required for determination of benefit eligibility and for statistical purposes.

I will abide by all policies, rules and regulations of the City of Birmingham.

The City of Birmingham is an equal opportunity employer to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, sex (including pregnancy), sexual orientation, national origin, age, disability, genetic information, marital status, height or weight, or any other characteristic protected by federal, state or local laws. We provide reasonable accommodation for qualified individuals with a disability if requested.

I certify that I can and will, upon request, substantiate all statements made by me on this application; that such statements are true, complete and correct to the best of my knowledge. I understand that a false statement, dishonest answer, misrepresentation or omission to any question will be sufficient for rejection of my application, removal of my name from eligibility or my immediate discharge should such falsifications or misrepresentations be discovered after I am employed.

☒ I agree to the above.

Signature: Troy Bell

Date: 2022-11-27 03:08:56am

Wet Signature:



Signature

Date

I am delighted to submit an application for the **City Manager (CM)** position with the **City of Birmingham, MI**... despite having enjoyed great success as the Chief Executive, managing in a relatively small community in Michigan. My wife and I came to MI in large part to be close to my wife's family, but now unfortunately my wife's parents have passed. As I am fond of Birmingham, I am looking forward to the chance to relocate, yet remain in MI. Thus, having worked in larger communities like Miami-Dade County, FL, Beverly Hills, CA and Walla Walla, WA, it is our desire to relocate to a slightly larger more populous community in MI.

I am highly motivated to seek this position for multiple long-term live, work, play reasons: *Personal Highpoints* – the climate with great outdoor recreation; a mid-size *family-oriented* community that retains a small-town atmosphere; the proximity to friends and family in the area; the growing diversity of this dynamic community; the potential of proximity to Detroit and Pontiac, and the professional opportunities near this area for my wife who is a tenured professor. *Professional Highpoints* – this position offers tremendous opportunity for one with my personal background... **Birmingham is a full-service City**, and based on the description, this role seems to seek someone such as myself experienced working with specific aspects of a community with special focus on *community relations, environmental sustainability, transportation, resilience, continuous process improvement, and regional cooperation*. In addition, to the work I have done throughout my career in these exact areas, I have an excellent track record completing specific assigned programs with the ability to expand into projects in all levels of government and staff management, as appropriate. For these and many other reasons, this style of **CM**, allows me to leverage the adaptability derived from my broad span of experience and expertise and thus, hit the ground running.

In the 3 years in my current role, I have been blessed to manage all functions of a smaller but still full-service city and thus am versed and comfortable with all municipal functions of this coastal area and lake front community. In addition to **serving as the DDA Executive Directive** and personally running all large-scale public works and capital **infrastructure** projects (with an emphasis on downtown development), I have successfully negotiated 7 union contracts to reduce cost to the city. I have generated over 3 times the city's annual operating budget in grant revenues. I have led my team in generating 3 large-scale economic development projects, major road projects, and commercial and industrial development in a community that has had no new housing or development in the prior 18 years. I have built departments from scratch and succeeded in spearheading multiple million-dollar market-attainable housing programs using innovative initiatives to strategically create growth without displacement. These accomplishments required teamwork, but could not have occurred without extensive internal analysis, expert administration, and detailed contract administration. From the multiple years developing solutions with IBM in state and local government, I have specific expertise in financial and contract management, technology, *communications*, economic and community development.

As I understand it, the City is also seeking a leader with integrity, good judgement, and outstanding work ethic, who like myself, can be an ambitious advocate for the City. I have specific intergovernmental and board/*community communication* experience driving change. I am a former County water and sewer systems (WASD) engineer who ran the project management office (PMO). I worked in WASD processing, operations, and facility construction in the most diverse counties, ethnically and economically in America. Prior to joining the County, I was part of the team at FPL that successfully received the Deming TQM recognition. Subsequent to Miami-Dade, I worked as the Deputy Chief of Staff for a regional water authority that included advanced Ag. There I gained regional collaborative experience, managed the Clerk's Office, the Budget, and Public Works. I also have major K-12 Education senior leadership experience, managing a school system with 80% of the students receiving free and/or reduced lunch. I have led many multifaceted organizations with a staff composed of a broad range of diverse backgrounds. **I am a former Police Officer, Public Works Director and Engineer, and I have master's degrees in Finance and Public Administration.** With regard to my academic and professional research, (though on hold for now) it centers around the importance of community engagement and collaboration regime theory – techniques to generate the maximum productivity through the 3 spaces of... education, government systems, and stakeholder engagement as a means to address equity in marginalized communities.

I believe my expertise and success in diverse areas, positions me to be well-suited in providing early value-add in a community seeking a highly skilled new generalist with depth in the key areas mentioned. My

passion for challenges drives my eagerness for continuous personal growth to be well-rounded, and it spurs my desire to **engage staff, invest in their development**, and assist and effectively mentor others in their growth. As a mantra, I believe it is critical for good leaders to embrace the value of change, build on current success, address acute deficiencies, and yet maintain organizational stability, while always raising the bar in customer service.

Just a brief introduction of myself.... My Father is a retired Army General Officer, and my Mother was a career Special Education Teacher and College Professor – both retired in the DC area. As an experienced, would-be **Birmingham CM**, I believe my parents' legacy created a depth and diversity in my personal, academic, and professional backgrounds that is now built on the foundation of public service. It is this interpersonal flexibility that makes me an ideal candidate to tackle the most complex challenges of public service. I am someone who is self-motivated and sees and understands the big picture, but also has the ability to analyze the critical pieces necessary to help make the Community and the Mayor's vision become reality. I am highly adaptive and flexible and have **many years of cross-disciplinary experience**, creating departments, strategic planning, developing policy, structuring and implementing new innovative ERP technology initiatives. Geographically, I have worked on the East Coast, West Coast, and in the Midwest; this highlights my agility and ability to ramp up quickly on a wide range of local laws and regulations. Notably, I have served in various leadership roles in K-12 Education and local government in So. California, Eastern Washington, South Florida, and in Western Michigan.

I am a principle-based, team-oriented, hands-on servant leader who believes strongly in the value of investing in, and building, genuine, authentic, non-transactional relationships with staff *and* stakeholders. This aspect of my leadership gives me the capacity to effectively work with Boards and Commissions, earned and unearned media, and the wide range of community stakeholders. ***I highly value trust, teamwork, loyalty, hard work, energy, enthusiasm, and innovation.*** If asked, my past and present leadership teams will tell you, I excel in long/short-range strategic planning, analytical problem solving, data driven continuous process improvement, and the relentless pursuit of best performance-based practices for programs and initiatives uniquely tailored to address difficult problems and changing community needs.

Through a career of success *and* limited failures, life has taught me *not to be afraid to ask for input or assistance*. In this vein, I have become a *skilled communicator*, effective at collaboration, and successful at developing strong inclusive partnerships with staff and colleagues. As such, throughout my career I have been extremely effective in high pressure environments - from managing in hierarchical or matrix-styled organizations. I lead and manage employees with integrity and all-ways prioritize internal *and* external stakeholders. To this day, the collaborative efforts of my staff under my leadership reflect innovation, integrity, initiative, adaptability, optimism, and empathy – ***the same traits, I hope can serve as guiding principles for the staff of Birmingham.*** We, in my staff, press ourselves to continuously focus on *mutual trust, respect, and good communication* as a platform for strong partnerships and overcoming organizational silos. And, among those whom I have met and with whom I have worked, my style of leadership is well noted as being open, engaging, friendly and consistently invoking of a sense of calm, yet action-oriented demeanor.

My goal is always to provide the utmost quality of professionalism to support the visions of the Mayor and Commission, and to successfully **meet the goals and objectives the Commission and Mayor have set for the City**. Within that scope, I seek to drive the highest level of excellence in the organization and the City writ-large - through vision, innovative solution-making, and by providing the City Commission with a consistent, yet exceptional municipal services acumen and competence. Though I have enjoyed my time in my current capacity and am extremely proud of the many achievements of my team (against great odds), I believe this **CM** role would offer an ideal opportunity for my family, and for me, to make a transition to a larger community where we can thrive as a family and contribute personally and professionally. I truly believe if given the opportunity to join the leadership team in **Birmingham**, we can continue to achieve excellence in partnership together. The City of Birmingham can be the perfect space where my family and I are able... *to lead, to learn, and to grow in a great City, that is Birmingham.*

TROY BELL - MPA, MS Finance, ICMA-CM

EDUCATION

Purdue University in process (coursework April 2017 - June 2020)

- **Interdisciplinary PhD - focus: Education/Government Mgmt**

University of Miami, Coral Gables, FL

- Master of Science, Finance (2019 - Honors 4.0)
- Dual Bachelor's Degrees - Economics and Sociology, Intl. Finance
- Adnl. Bachelor Concentrations: Applied Physics/Mechanical Eng.

City University of New York (CUNY) – Bernard Baruch

- Master of Public Administration, City Management (2012)

National Urban Fellowship Recipient

- Executive City Management Fellowship

Miami Dade Criminal Justice Institute (Miami Police Officer 6yrs)

- Police Law Enforcement Academy (#1 graduate)

(09/27/19 - current)

- 11,000 Residents
- Budget **\$9M** ▪ **Direct Reports: 7 Indirect: 4 ▪ Total: 77**
- **Responsible to 7-member Council; direct management of all services, departments, and divisions of City and the organization budget; Serve as Exec. Dir. of Downtown Development Authority; Land Use; Economic Development; Media Relations and PIO**
- **Achievements** - Negotiated innovative technology and solar contracts. Established reserve certified police officer program. Architect of "Reaching New Heights" **Renaissance Vision Initiative**: downtown revitalization, marketing campaign, neighborhood renewal (gentrification *without* displacement), Orchestrated Community Developments – Park Place on Broadway and Shoppes on Sherman. Steered City through COVID-19 emergency declarations and implementation of Cannabis Licensing and Social Justice Plan; Reorganized city departments and restructured Public Works, Water Filtration, Facilities and Maintenance, and Engineering. **Captured \$850K+ lost revenues**; Partnered with State Treasury to fund Target Market Analysis, Finance office overhaul, and development of large State-owned parcels in City; Developed new affordable high-quality housing construction and home renovations - attracting multiple new investors and developers. Spearheading universal childcare effort; and successful "Buy Here, Live Here, Work Here, Invest Here" Campaign, Raised \$70K from local businesses to support new community engagement technology initiatives; Negotiated 7 Collective Bargaining Units. **Procured ~\$30M in federal, state, and local economic development grants.**

Deputy City Manager and Treasurer, Acting City Manager - City of Walla Walla, WA

(July 2016 – November 2016)

- 35,000 Residents
- Budget **\$60M** ▪ **Direct Reports: 5 Indirect: 7 ▪ Total Staff: 275 / Vendors: Multiple**
- **Responsible** for direct management of the Support Services portfolio of Divisions – Communications, I.T., CDBG Neighborhood and Community Services, Fleet and Facility Service, the City Clerk's Office, and Municipal Courts. As DCM, also served as **City Treasurer and Risk Management Officer, per City Charter.**
- **Managed** all departments in Chief of Staff styled DCM role – Parks and Rec, Libraries, HR, Public Works, Planning, Police and Fire.
- **Responsible** for Council Agenda Prep and Latino and Homeless relations and outreach. Designee as City's representative for various external committees – Lodging Tax Advisory Board, the CVB, Housing Authority, CDBG Board, etc. Served (the large majority of my tenure) as Acting CM responsible for all City full-services.
- CM rescinded leave of absence, my term as interim ended, CM hired new DCM.

Superintendent of Schools (Chief Academic Officer): Pathway Academies, Pasadena and Lighthouse Academies, Tampa

(June 2014 – July 2016)

- **80+ Interstate Schools/6 states w/24,000 majority - poor and minority students (Innovation and Inquiry Academies – i²)**
- Budget **\$240M** ▪ **Direct Reports: 8 ▪ Total Staff: 2400 / Vendors: Multiple**
- **Responsible** for developing and managing K-12 charter schools nationally; all strategic and operational activities; Led Strategic Planning Process. Performed major reorganization and overhaul. Restructured operations and funding mechanisms.
- **Managed** HR, IT, Fleet, Facilities, Public Safety, Capital Improvement Growth/Development Plans, Libraries, Rec. Programming.
- Recruited to rejoin Local Government as part of succession plan to serve as DCM, Interim CM, then CM.

Florida Director of Outreach and Deputy State Legislative Advocacy Director (Education: Students First)

(March 2013 – June 2014)

- State of Florida ▪ Pop: **19M**
- Budget **\$10M** Operating ▪ **Direct Reports: 5 ▪ Total Staff/Volunteers: 2030 / Vendors: 2000 FTE**
- **Managed** statewide community outreach and Intergovernmental Relations - state, regional, local and with community-based organizations; Created organizational strategic plan. Served as Registered lobbyist.
- **Responsible** for enacting legislation and writing policies. Directed all field staff operations across the state. social-media, paid media, earned media campaigns. Established organizational performance management metrics.
- Florida state organization was dissolved when funding was eliminated.

National Dir. of Gov. Affairs (12 States) - CSUSA National Ed. Network (February 2012 – March 2013)

- 12 existing states + 4 prospecting states
- Budget **\$70M CIP** ▪ **Direct Reports: 4** ▪ **Total Staff: 70 / Vendors: 11 @ 55 FTE**
- **Responsible** for Economic/Business Development - all new market expansion strategies, passage of favorable legislation, cultivating strong relationships with State and Local Legislators, Boards, Councils and Non-profits.
- **Managed** staff and vendors across 16 states.
- Position outsourced to align distributed resources needed for rapid national growth.

Assistant to City Manager - City of Beverly Hills, CA (September 2010 – November 2011)

- 35,000 Residents; 200,000 Daytime Population
- Budget **\$450M** ▪ **No Direct Reports (9 non-direct reports in Special Projects Role)** ▪ **Total Staff: 996+**
Special Projects Management role; Inter-departmental engagement: Public Works and Parking, HR Budget and Finance, Library Parks and Recreation, Public Safety, Building and Planning
- **Responsible** for implementation of multiple Cross-Departmental Initiatives - ERP Implementation (and Requirements Mapping); Co-Led Strategic Plan development with CM; Led Bicycle Street Plan development; Designed City-Branded credit card program; Created 1st City – 5-Year Budget Forecast; Created Employee Green Commuter Incentive Plan; Solar Electric Facility Plan Team.
- Competitive Fellowship Placement – Successfully completed fellowship with honors.

COO and Regional Director/Superintendent, New School Economic Development Program - Indy (November 2007 – September 2010)

- 800,000 Residents
- 25 total Schools (10 Midwest Region + 15 Outside Midwest); **9,000** majority poor and minority students served
- Budget **\$120M CIP/\$70M Ops** ▪ **Direct Reports: 5** ▪ **Total Staff: 445 / Vendors: 15 @ 150 FTE**
- **Responsible** for all new school concepts, school operations and school safety (Built and operated 25 schools), and Capital Improvement Plan and development. Using unique Public Private Partnerships, I designed, created, and managed this **Innovative Comprehensive Economic and Education Development Program**.
- **Responsible** for working with Mayor's Office and locating, selecting, financing, purchasing land, and re-zoning properties.
- **Managed** project approvals, facility design and construction; vendor selection and management, procurement, facility maintenance and repair, inventory control, fleet management, transportation management, technology plan/implementation.
- **Managed** HR, curriculum selection, student recruitment, **community outreach, parent engagement** and all State and Local government relations.
- Accepted prestigious National Urban - City Management Fellowship requiring relocation.

IBM – State/Local Gov. Public Sector Solutions, Consulting, and Implementation (August 2003 – October 2007)

- Complex Solutions Division Manager (Hardware, Software, Services)
- Various **Cities/Local Government, Education, Healthcare**
- Budget **\$36M** ▪ **Direct Reports: 50 (matrix)** ▪ **Total Staff: 1250** ▪ **Vendors: 25 @ 1000 FTE**
- **Responsible** for IBM business process solutions implementation team for complex (hardware, software, and services) solutions in State and Local government, education, and healthcare sector. Assisted numerous public sector and local government clients to optimize systems and processes with strategic planning, organizational development consulting, and technology workflow solutions.
- **Managed** highly matrixed staff, implementing best-in-class complex IT Projects and solutions for cities and counties: enterprise-wide (ERP) financial, HR, Billing and payment services, customer relations management, workflow management, GIS and RFID systems, inventory management, healthcare insurance - selection, enrollment, and fulfillment mgmt. syst. (**Massachusetts**)
- **Responsible** for streamlining building and construction permitting processes and systems, implementing police dispatch solutions, smart traffic solutions, and city-wide broadband and wi-fi connectivity.
- Includes staffing Florida Office of Professional Regulations

South Florida Water Management (SFWMD) - 16 Counties, 8M residents (March 1997 – July 2003)

•Deputy Chief of Staff - 3.5 years

- Budget: **\$1.07B** ▪ Pop: **7.9M** ▪ Direct Reports: **4** ▪ Total Staff: **794** / Vendors: **N/A**
- **Responsible** for portfolio of Departments: Public Works; Budget and Finance; Procurement; Clerk's Office, Board Agenda and Board Operations and Business Management; Project Management Office; Emergency Management and Disaster Response.

•Public Works Director - 2 years

- Budget: **\$245M** ▪ Pop: **7.9M** ▪ Direct Reports: **2** ▪ Total Staff: **212** / Vendors: **8 @ 160 FTE**
- **Responsible** for Public Works Department – Electronic and IT Field Support Services, SCADA/Microwave Communication Systems; Regional Operations; Performance Management; Strategic Planning; Emergency Management, Disaster Response, Flood Control.
- **Managed** Maintenance and Repair, Fleet (Airplanes, Helicopters, Boats, Heavy Construction Equipment, and Vehicles), Facilities, Parks and Park Maintenance, Roads/Canals and Traffic.

•Compliance Director - 6 months

- Budget: **\$120M** ▪ Pop: **7.9M** ▪ Direct Reports: **4** ▪ Total Staff: **45** / Vendors: **N/A**
- **Responsible** for administration of Minority, Women, Small and Disadvantaged Business Program.
- **Managed** Accounting; Research and Database Administration ▪ Professional Development Programs and Certifications ▪ Compliance and Enforcement.

Miami-Dade Water and Sewer Dept. (\$880M CIP) (January 1992 – March 1997)

•CSO Federal Consent Decree Portfolio Program Director \$480M - 2 years

- Budget: **\$480M** ▪ Pop: **2.5M** ▪ Direct Reports: **25** ▪ Total Staff: **597** / Vendors: **10 @ 540 FTE**
- **Managed** Federal Combined Sewer Overflow (CSO) Consent Decree Program (high visibility, time sensitive, multiple regulatory interests, ambitious MWDB goals).
- **Responsible** for large complex organization Structure with team of design engineers, QC/QA Inspections, operations, general contractors at-Risk Pool, and Minority, Women, Small and Disadvantaged (WMDB) Business Program.

•Public Works/New Construction Division Director \$400M - 3 yrs

- Budget: **\$400M** ▪ Pop: **2.5M** ▪ Direct Reports: **2** ▪ Total Staff: **145** / Vendors: **10 @ 120 FTE**
Promoted 3 levels in 6 months ▪ Administration of Complex Organization.
- **Responsible** for design engineers, quality control/quality assurance inspections, operations, general contractors MWDB Program, budget and expenditures approval and tracking.
- **Managed** All New Construction, Engineering and Renovation and Operations for Treatment Plant Systems and Buildings.

Miami Area Certified Sworn Police Officer (Full-Time and Part-Time) (February 1995 – February 2002)

- Graduated at top of Academy Class with perfect exam score in all written and high-liability qualifications. Served as general sworn patrol officer – riding one-man; **Community Oriented Policing Program**. Recommended for promotion to corporal.

(*Responsible for departmental operating budget and monitoring cost/expenditures)

ADDITIONAL QUALITIES AND QUALIFICATIONS

EXECUTIVE MANAGEMENT CERTIFICATIONS

- ◆ Univ. of Minnesota - Humphrey School of Pub. Pol.: Policy Analysis
- ◆ Univ. of Kansas – School of Public Affairs and Administration:
 - Performance Budget 2.0
 - Police Professionalism and Social Equity
- ◆ Duke University – Sanford School of Public Policy: Sustainability
- ◆ Syracuse U. - Maxwell School of Pub. Admin.: IBB Labor Negotiation
- ◆ University of Louisville – Legislative Policy Advocacy
- ◆ Southern University – Social Justice Advocacy
- ◆ ICMA Mid-Career Manager’s Institute
- ◆ ICMA Gettysburg Leadership Institute
- ◆ ICMA Credential Manager
- ◆ Pi Alpha Alpha, National Honor Society for Public Affairs and Administration
- ◆ NFBPA - Executive Leadership Institute Distinguished Graduate

CIVIC ACTIVITIES

- ◆ Board of Directors - Crossroads Boy Scouts Assoc. of America
- ◆ Board of Directors - Omega Psi Phi, Uplift Foundation
- ◆ Rotary Club and DEI Committee Member – Muskegon County Rotary Club
- ◆ Sworn Law Enforcement Officer **(Feb 1995 – Feb 2002)**
- ◆ Greater Lafayette, Indiana – Diversity Round Table Steering Committee
- ◆ Public Administration (Unpaid) Guest Lecturer: Purdue U and Colgate U.
- ◆ Building, Zoning, Planning, and Real Estate - Community Experience Indianapolis, IN and Coral Gables, FL
- ◆ Muskegon Lake Water Shed Council
- ◆ Path Finders (Youth in Crisis) Board of Directors
- ◆ Diversity Equity and Inclusion Training for Police Departments

PROFESSIONAL ORGANIZATIONS AND AFFILIATIONS

- ◆ International City/County Managers’ Association (ICMA)
 - Task Force on Women
 - Standing Committee on Graduate Education
 - Standing Committee on Assistant City Managers
- ◆ American Public Works Association (APWA)
- ◆ Government Finance Officer’s Assoc. (GFOA)
- ◆ American Society of Public Administration (ASPA)
- ◆ Council of Minority Public Administrators (COMPA)
- ◆ American Association of School Administrators (AASA)
- ◆ Board of National Forum for Black Public Administrators (NFBPA)
- ◆ Vice President – University of Miami, BAS Alumni Organization
- ◆ FEMA - Long Term Recovery Cadre
- ◆ Local Government Hispanic Network (LGHN) member

Recent Work-Related References

Mark Eisenbarth – County Manager, Muskegon County

█ [REDACTED]
█ [REDACTED]

Mark Washington – City Manager, Grand Rapids, MI

█ [REDACTED]
█ [REDACTED]

Maurice Sain – Chief of Police, Muskegon Heights, MI

█ [REDACTED]
█ [REDACTED]

Honorable Judge Gregory C. Pittman

█ [REDACTED]
█ [REDACTED]

Phyllis Loudermill – Owner, HerCo, Local Business Owner

█ [REDACTED]
█ [REDACTED]

Purdue/U. Miami:

Purdue Professor – Jason Ware, PhD, Instructor

█ [REDACTED]
█ [REDACTED]

Purdue Cohort Student – Lawanda Mitchell, PhD

█ [REDACTED]
█ [REDACTED]

Purdue Cohort Student – Araba Osei-Tutu, PhD

█ [REDACTED]
█ [REDACTED]

Purdue Student Life Reference – Rev. Rodney Lynch, Dir Baptist Student Ministries

█ [REDACTED]
█ [REDACTED]

U Miami Professor (Finance Dept Dir) – Alok Kumar, PhD

█ [REDACTED]
█ [REDACTED]

Walla Walla, WA

Allen Pomraining – Mayor

█ [REDACTED]
█ [REDACTED]

Beverly Hills, CA

Anil Comelo – HR Manager

█ [REDACTED]
█ [REDACTED]

SFWMD

Nic Gutierrez – Chairman, South Florida Water Management District

█ [REDACTED]
█ [REDACTED]

School Superintendent (Chief Academic Officer)

Dr. Carl Warren – Chairman, Legacy Lighthouse Academies Schools

█ [REDACTED]
█ [REDACTED]

Personal/Professional

Sharon Landers, ICMA-CM: City Manager - City of Carson, Deputy CM - Irvine

█ [REDACTED]
█ [REDACTED]

The Bernard M. Baruch College

The City University of New York

*In pursuance of the authority vested in it by the laws of the State
of New York and upon the recommendation of the faculty, the Board of Trustees
of the City University of New York confers upon*

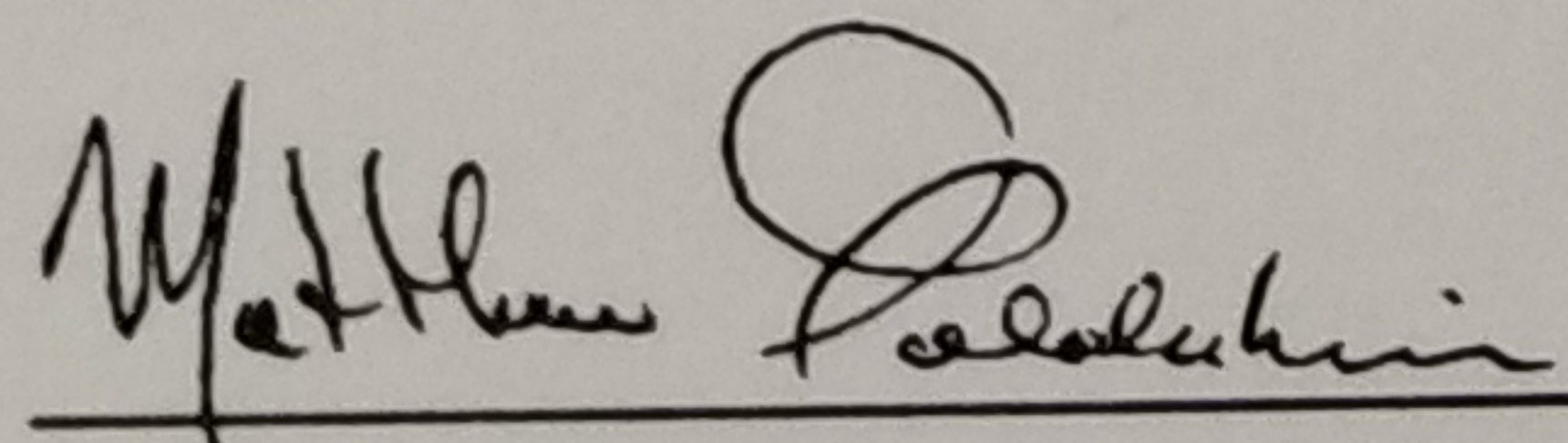
Darryl LeTroy Bell

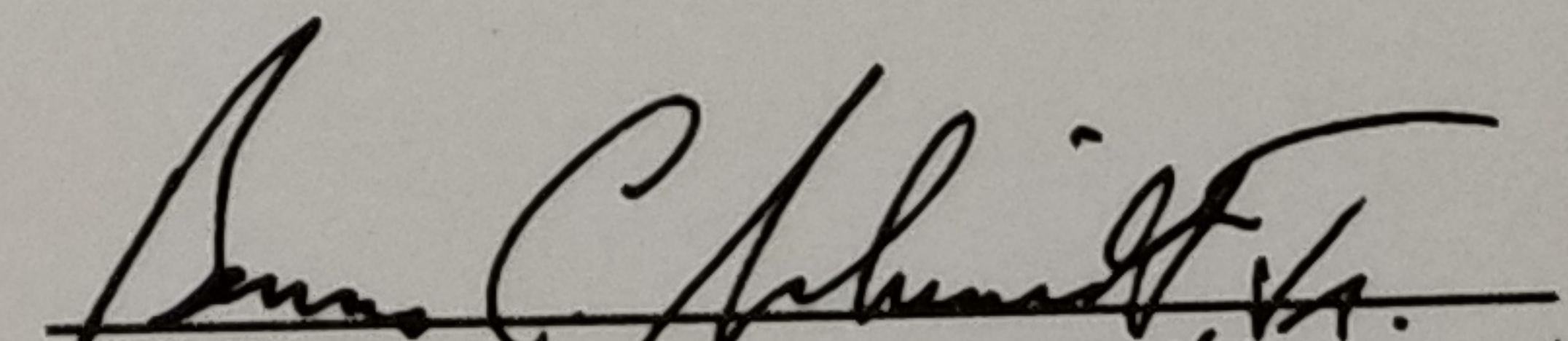
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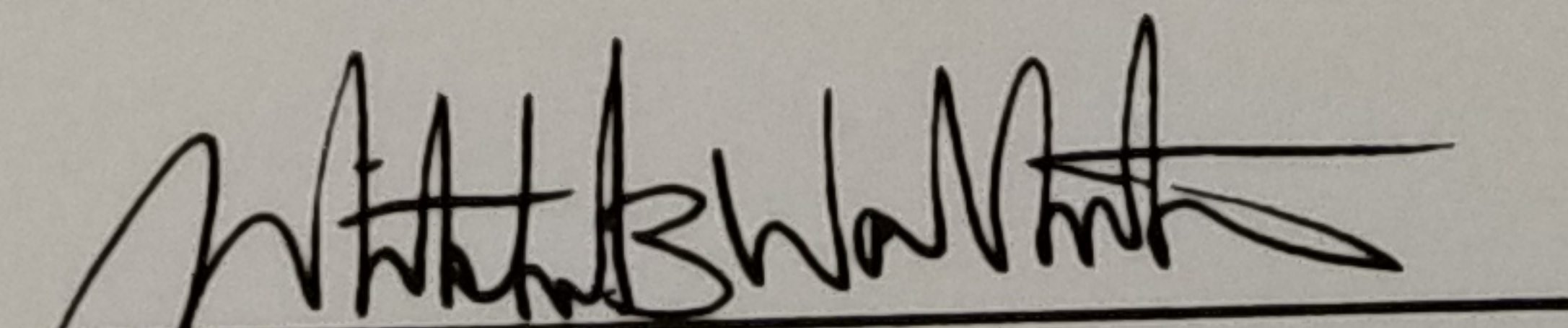
Master of Public Administration

*together with all the rights, privileges, immunities and honors appertaining thereto
in consideration of the satisfactory completion of the requisite course of study.*

*Given at the City of New York this
month of February, two thousand and twelve.*


Chancellor of the University


Chair of the Board


President

CUNY The City
University
of
New York



Official Graduate Transcript

Name: Darryl Bell
Student ID: 16151703

Print Date: [REDACTED]
SSN: [REDACTED]
Birthdate: [REDACTED]

Send To: [REDACTED]

Term GPA: 3.900 Term Total: 9.00 9.00

2011 FA

Public Administration Major

Regular Academic Session (09/01/2011 - 12/23/2011)

Course	Description	Attempt	Earn	Grd
PAF 9999	Independent Study Pa	0.00	0.00	W

Withdrawal Date: 11/17/2011

Term GPA: 0.000 Term Total: 0.00 0.00

Degrees Awarded

Degree: Master of Public Administration
Confer Date: 02/01/2012
Plan: Public Administration
Sub-Plan:

Cumulative Totals

	Attempt	Earn
Cum GPA: 3.750	45.00	45.00
Transfer Cum GPA: 0.000	0.00	0.00
Comb Cum GPA: 3.750	45.00	45.00

End of Official Graduate Transcript

Beginning of Graduate Record

2010 SU

Public Administration Major

Regular Academic Session (06/01/2010 - 08/05/2010)

Course	Description	Attempt	Earn	Grd
PAF 9100	Intro Public Affairs	3.00	3.00	A
PAF 9103	Comm Public Settings	3.00	3.00	A-
PAF 9140	Budget Acc/Fin Analy	3.00	3.00	A
PAF 9170	Research And Analsis	3.00	3.00	A

Term GPA: 3.925 Term Total: 12.00 12.00

2010 FA

Public Administration Major

Regular Academic Session (09/01/2010 - 12/22/2010)

Course	Description	Attempt	Earn	Grd
PAF 9120	Pub/Non Prof Mgt I	3.00	3.00	A-
PAF 9191	Preservice Internshp	3.00	3.00	A

Term GPA: 3.850 Term Total: 6.00 6.00

2011 SP

Public Administration Major

Regular Academic Session (02/01/2011 - 05/26/2011)

Course	Description	Attempt	Earn	Grd
PAF 9160	Pub/Nonprofit Mgt II	3.00	3.00	B
PAF 9163	Ldrshp & Strategy	3.00	3.00	A
PAF 9180	Policy Analysis	3.00	3.00	P
PAF 9190	Capstone Seminar	3.00	3.00	B
PAF 9192	Urban/Rural Fellowsh	6.00	6.00	A-

Term GPA: 3.480 Term Total: 18.00 18.00

2011 SU

Public Administration Major

Regular Academic Session (06/01/2011 - 08/03/2011)

Course	Description	Attempt	Earn	Grd
PAF 9130	Eco An & Pub Policy	3.00	3.00	A
PAF 9151	Admin Not-For-Profit	3.00	3.00	A-
PAF 9172	Research/Analysis II	3.00	3.00	A

Attempt Earn

Edmund D. Ser

Senior Registrar



Employment Application | Submitted: 28-Nov-2022

Jana Ecker

☎ [REDACTED]
✉ jecker@bhamgov.org

🏠 [REDACTED]

[REDACTED]

United States

City Manager

Job Location - Birmingham, MI

Department - Manager's Office

Source - Employee Referral - Employer, ICMA

Employment Experience

List any jobs held in the past 10 years. List your present employment first. List every promotion as a new job. Briefly summarize your job duties to give the reviewer a general idea of your tasks and responsibilities. Please include all requested information, even if a résumé is attached.

Note: If you are unable to provide a phone number, enter 000-000-0000.

City of Birmingham - Current Employer

Job Title: Assistant City Manager

Dates Employed From: Aug/2021

Dates Employed To: Currently Employed

Employment Length: 1 year, 4 months **Position Type:** Full-Time

Duties: Assist City Manager with management and operation of all city departments and functions, lead and motivate employees, handle problems that arise, act as City Manager when requested, manage City Commission agendas and meetings as needed, prepare reports and evaluate City processes

Reason For Leaving: Currently Employed

Supervisor Name: Thomas Markus

Supervisor Title: City Manager

Starting Rate of Pay: \$119,814

Ending Rate of Pay: \$140,335

May We Contact? Yes

City of Birmingham

Job Title: Planning Director

Dates Employed From: Aug/2002

Dates Employed To: Jul/2021

Employment Length: 18 years, 11 months

Position Type: Full-Time

Duties: Please see attached resume.

Reason For Leaving: Promotion

Supervisor Name: Thomas Markus

Supervisor Title: City Manager

Starting Rate of Pay: \$53,000

Ending Rate of Pay: \$108,000

May We Contact? Yes

City of Jeffersonville

Job Title: Director of Planning and Development**Dates Employed From:** Oct/1998**Dates Employed To:** Aug/2002**Employment Length:** 3 years, 10 months**Position Type:** Full-Time**Duties:** Please see attached resume.**Reason For Leaving:** Moved to Michigan**Supervisor Name:** Thomas Galligan**Supervisor Title:** Mayor**Starting Rate of Pay:** \$38,000**Ending Rate of Pay:** \$45,000**May We Contact?** Yes**Easterbrook & Associates**

Job Title: Attorney**Dates Employed From:** Feb/1996**Dates Employed To:** Oct/1998**Employment Length:** 2 years, 8 months**Position Type:** Full-Time**Duties:** Awards**Reason For Leaving:** Moved to Indiana**Supervisor Name:** Susan Easterbrook**Supervisor Title:** Owner & Attorney**Starting Rate of Pay:** \$30,000**Ending Rate of Pay:** \$38,000**May We Contact?** Yes**Educational Background**

List below your educational background, including high school, all colleges, trade and military service schools.

Central Michigan University | Graduate School

Degree: Graduate Certificate in Public Administration**Major:** Public Administration**Location:** Mount Pleasant, MI, UNITED STATES**Graduated?** Yes**University of Toronto | College or University**

Degree: Bachelor of Arts**Major:** Urban Planning**Location:** Toronto, ON, CANADA**Graduated?** Yes**University of Windsor | Graduate School**

Degree: Bachelor of Laws**Major:** Law**Location:** Windsor, ON, CANADA**Graduated?** Yes**Cover Letter & Resume**

You may provide us with your cover letter & resume here. You may either copy and paste a cover letter & resume in the space provided or upload a file.

Click on the link to open the resume file if you wish to print the formatted resume.

File Name	Link
Cover letter - 11-27-22.docx	<div><div>Preview</div><div>Download</div></div>
Resume - 11-27-22.doc	<div><div>Preview</div><div>Download</div></div>

Text Only Resume

Jana L. Ecker

Jana L. Ecker

Objectives

To continue to enhance a great community through the implementation of successful management strategies by leveraging my education, experience and passion for community enhancement and public engagement. to inspire creativity, collaboration and innovation in a supportive and inclusive team environment.

PROFESSIONAL LICENSES

Licensed Residential Builder

State of Michigan

Licensed Attorney, Member of the Bar

Province of Ontario

Education

Graduate Certificate in Public Administration

Central Michigan University

Leadership Training Program

Leadership Southern Indiana

Bachelor of Arts

University of Toronto, ON

Urban Planning & Environmental Studies

Emerging Leaders Development Program

International City/County Managers Association

Bachelor of Laws

University of Windsor, ON

Professional Experience

Management & Leadership

Currently oversee the Planning Department and coordinate work with the Building and Engineering Departments to ensure City staff is working together to provide seamless and comprehensive service to local business owners and residents

Involved in many complex projects, including land acquisition, contract negotiation, economic development projects, dispute resolution among staff, residents, business owners and politicians

Able to successfully cultivate relationships across all sectors of the community, including local, state and federal elected officials, Chamber of Commerce, school

boards, business owners, homeowner's associations, non-profit agencies and neighboring communities

Inspire confidence and creativity in others, very effective team builder

Ongoing leadership training 1999 To Till

Economic & Community Development

Represent the City of Birmingham at trade shows and events to promote the City and entice new development

Staff liaison to the Brownfield Redevelopment Authority and Corridor Improvement Authority

Prepare grant applications and conduct grant administration for development projects

Coordinate with state and federal agencies to obtain funding and priority status for transportation projects

Assisted the Birmingham Shopping District Board to meet its strategic goals by creating marketing research objectives, compiling demographic data and creating community profiles Managed and implemented an on-line Market Analysis Mapping application to assist in retail recruitment efforts and business location analysis

Coordinate and conduct keynote presentations at semi-annual roundtable programs for commercial real estate brokers across the region

Strategic Planning

Currently managing a multi-year comprehensive master planning project to establish a vision and strategic plan for Birmingham in 2040

Participate in annual long range planning sessions with the City Commission and board members to develop strategies for the future growth and development of the City

Participated in strategic planning sessions to develop goals and objectives for the City Commission, City government and non-profit agencies

Conducted numerous master planning initiatives for key commercial and residential areas, including the Triangle District Urban Design Plan, Triangle District Corridor Improvement Plan, updates to the Downtown Birmingham 2016 Plan, The Birmingham Plan, Eton Road Corridor Plan, and the Jeffersonville Master Plan

Prepared and implemented a strategic plan for a Transit Oriented Development District

Devised outreach strategies to ensure adequate citizen participation

Planned and conducted a two day public design charrette involving elected officials, residents and business owner

Represented community in Detroit Regional Mass Transit initiative and Ohio River Bridge Crossing Project, and the Kentucky-Indiana Transportation for Tomorrow mass transit initiative

Municipal Finance & Budgeting

Twenty four years of experience in preparing annual department budgets for municipalities and non-profits and participating in budget hearings

Utilize effective financial forecasting and local economic indicators to develop an annual department budget

Financial oversight of department expenditures

Conduct review of Brownfield Redevelopment plans, and evaluate requests for approval to utilize future tax increments to offset site clean up costs

Worked with Bond Counsel on various issues with regards to municipal bonds for economic development

Assisted with preparation of Tax Increment Financing Plan for Triangle District Corridor Improvement Area

Municipal Finance and Budgeting course at graduate level

Extensive experience with construction liens and development bonds

Personnel & Labor Relations

Managed union employees for over ten years

issued discipline, participated in grievance process and contract negotiations

Represented both public employee unions and management in several key labor disputes while practicing law

Represented clients in arbitrations, Disability claims and appeals, as well as Unemployment Insurance appeals

Completed law courses in contract law, labor relations, collective bargaining and employment law

Planning & Zoning

Oversee all planning applications, reviews and appeals for the City of Birmingham

Conduct site plan reviews and community impact study reviews for all new development in multi-family, commercial and mixed use zone districts

Conduct detailed research and planning analysis on topical planning issues

Act as key staff liaison to the City Commission, Planning Board, Board of Zoning

Appeals, Historic District Commission, Design Review Board and Historic District Study Committee

Manage, update and administer all planning documents including the Zoning Ordinance, Zoning Map, City's Master Plans and sub-area plans

Drafted and continue to implement Urban Design Plan : A Strategy for Alleys and Passages Infrastructure Improvements

Coordinated planning, design and engineering for the reconstruction of major roadway and streetscape improvements in Downtown Birmingham

Oversee planning and design coordination for all pedestrian, bicycle, transit and vehicular infrastructure projects in the City of Birmingham

Lead staff liaison for the Birmingham Multi-Modal Transportation Board in conjunction with the Engineering and Police Departments

Lead multi-jurisdictional project to convert an abandoned railroad bridge between Kentucky and Indiana into a non-motorized, multi-modal connecting bridge between downtown Louisville, KY and downtown Jeffersonville, IN

Represented the community in planning and design to provide new interstate connection across the Ohio River between Kentucky and Indiana, including restoring local access (Ohio River Bridges Project)

Managed and worked in conjunction with the INDOT on multiple road construction and reconstruction projects

Prepared redevelopment plan for historic U.S. Army Quartermaster Depot, including the reinvestment in water, sewer and road infrastructure and co-ordination with the Indiana Historic Preservation Office, U.S. Parks Service, U.S. Army and the Historic Landmarks Foundation of Southern Indiana

Assisted with preparation of infrastructure reinvestment plan for the U.S. Army Ammunition Plant property

Participated in sewer expansion project in areas to be annexed, including wastewater treatment plant improvements, development of floodplain regulations, flood operations and State compliance audits

Member of the Jeffersonville Drainage Board which reviewed and approved all public and private development projects for drainage, sewer and flood regulation compliance

Parking

Research trends and best practices for changing parking needs in urban areas

Draft ordinance language for public and private parking requirements and standards for new development

Completed a Downtown Parking Plan : Zoning Strategies Assessment for Downtown Birmingham

Completed public parking needs analysis for Downtown Birmingham and the Birmingham Triangle District

Staff liaison for the Ad Hoc Parking Development Committee

Attend Advisory Parking Committee as needed

Elections & Licensing

Assisted in preparation of Records Retention Policy
Assisted with redistricting of City of Birmingham for municipal elections
Prepared and implemented Outdoor Dining License program
Assisted with the update of the Special Event Licensing program
Preparation of ordinance amendments, resolutions and exhibits for City Commission approval
Recommended updates to Vendor and Peddler Licensing Program
Co-ordinate FOIA requests for Community Development and enforce Records Retention Policy

Parks & Recreation

Co-ordinate with the Department of Public Services and Parks Board to implement public art program in City parks
Created and implemented Piano in the Park program in Shain Park
Created and implemented Art in the Alley event to bring visual and musical artists together for public enjoyment
Administrator for local baseball organization
President and administrator/manager for combined varsity hockey program in Royal Oak, Clawson and Berkley
Employment History
Planning Director, City of Birmingham, MI
October 2003 to present
City Planner, City of Birmingham, MI
August 2002 to October 2003
Director of Planning and Development, City of Jeffersonville, IN
October 1998 to August 2002
Attorney, Easterbrook & Associates, Windsor, ON
February 1996 to October 1998

awards

Community Landscape Beautification Award - Michigan Nursery and Landscape Association, 2019
Crain's Detroit 2010 Class of 40 under 40 - October 2010
Green Award, Oakland County, May 2009
Best Transit-Oriented Development Plan (Triangle District Urban Design Plan) , Woodward Avenue Action Association, 2009
GIS for Everyone Award (Market Analysis Mapping & Retail Recruitment) , IMAGIN, 2008
Active Communities Award (Birmingham) - Gold Level, State of Michigan, 2007 , 2008 , 2009 , 2010 , 2011 , 2012 , 2013
Best Planning Project (Jeffersonville Zoning Ordinance) , Indiana Planning Association, 2001
Community of the Year Award (Jeffersonville, IN) , Indiana Chamber of Commerce, 2000

Speaking Engagements

Form Based Code Institute
Wayne State University
University of Michigan - Ann Arbor
Ball State University, IN
Urban Land Institute
American Institute of Architects
Congress for New Urbanism
Birmingham Bloomfield Chamber Economic Forecast Series
Michigan Association of Planning Conference
Indiana Association of Planning Conference
IMAGIN Conference

Michigan Historic Preservation Network Conference
Southeast Michigan Council of Governments (SEMCOG)
Kentucky Indiana Planning and Development Agency (KIPDA)
Southeast Michigan Transit Forum
Commercial Real Estate Women (Detroit)
Birmingham Commercial Broker Roundtables
Facilitator, Transit Oriented Development Charrette

Professional Affiliations

International City/County Managers Association
Michigan Local Government Managers Association
Michigan Association of Planning
American Planning Association
Urban Land Institute
Congress for the New Urbanism
Oakland County Planners Group
Michigan Builders Association
Michigan Economic Development Association

VOLUNTEER positions

President, Griffins High School Hockey Boosters
Administrator, Royal Oak Sand Lot League

References

Please fill out the information below regarding references.

Note: If you are unable to provide a phone number, enter 000-000-0000. If you are unable to provide an email address, enter noreply@noemail.com

Robin Boyle

Company: Retired, Wayne State University
Occupation: Professor
Years Known: 19 years

Phone: [REDACTED]
Email: [REDACTED]t

Hope Calati

Company: Watkins, Pawlick, Calati & Prifti, PC
Occupation: Attorney, Managing Partner
Years Known: 20 years

Phone: [REDACTED]
Email: [REDACTED]

Brad Strader

Company: MKSK Studios
Occupation: Principal, Community and Transportation Planner
Years Known: 16 years

Phone: [REDACTED]
Email: [REDACTED]

Additional Questions

General Information | Score Total - 0

Question	Answer	Score	Disqualifier?
Minimum Salary Acceptable: *	\$155,000		
Date available for work: *	Immediately		
Prior addresses (last 5 years):	None		
Are you interested in full-time work? *	Yes	0	
Are you interested in part-time work? *	No	0	
Would you like to be considered for seasonal opportunities? *	No	0	
Are you 18 years of age or older? *	Yes	0	
Do you have any relatives now or previously employed by the City of Birmingham? *	Yes	0	
If yes, list name(s): *	Charles Ecker, son, Temporary - Election Inspector		
Have you ever been convicted of a crime? (A positive response to this question does not automatically disqualify you from consideration) *	No	0	
Are there any felony charges pending against you? *	No	0	
Do you know of any reason why you would not be able to perform the essential functions of the job for which you are applying, with or without accommodation? (Michigan law requires employers to make accommodations to disabled applicants and employees where the accommodation does not impose an undue hardship on the employer. Disabled employees and applicants may request an accommodation of their disability by notifying the City	No	0	

in writing of the need for accommodation within 182 days of the date the disabled individual knows or should know that an accommodation is needed. This requirement does not apply to an individual's rights under the Americans with Disabilities Act. Failure to notify the City will preclude any claim that the employer failed to accommodate the disabled individual.) *

Have you ever worked for a company under a different name? * Yes 0

If yes, what was the name? * [REDACTED] (Maiden name)

Have you ever been discharged from any employment? No 0
(A positive response to this question does not automatically disqualify you from consideration) *

Professional Licenses/Certifications/Credentials | Score Total - 0

Question	Answer	Score	Disqualifier?
List all professional licenses, certifications, and/or credentials. Include type and number:	Member of the Ontario Bar		

Driver's License Information | Score Total - 0

Question	Answer	Score	Disqualifier?
Driver's License Number: *	[REDACTED]		
Expiration date: *	[REDACTED]		
State Issued: *	MI		

Computer & Systems Proficiency | Score Total - 0

Question	Answer	Score	Disqualifier?
Please list any applicable computer skills:	Microsoft Word, Powerpoint, Excel, BS&A, basic GIS skills		
Please list your typing speed: ___ wpm *	40-50 wpm		

Military Service | Score Total - 0

Question	Answer	Score	Disqualifier?
Have you served in the Military? *	No	0	

Applicant Statement

If selected for employment, the following prescribed conditions must be met before such employment offer is considered final. All persons hired by the City of Birmingham must undergo and pass a medical examination (including, but not limited to, physical examination, psychological evaluation (for sworn Fire and Police), and drug and/or alcohol screening) from a City- appointed physician or other professional at no cost to the applicant. The medical examination must be scheduled and taken, and results received, prior to the employee's first date of employment. Prior to the date of hire, candidates must provide original documents establishing their employment eligibility as required under the Immigration Reform and Control Act of 1986. An investigation of past employment references and other information will be conducted. Acceptance of an offer of employment does not create a contractual obligation upon the City of Birmingham to continue employment in the future.

I understand that by completing this application there is no guarantee of a job interview or a job offer. No promises regarding employment have been made to me and I understand that no such promise or guarantee is binding upon the City. I also understand that nothing in this employment application, in the City's statements, policies, or Employee Handbook, or in my communications with any City official or representative is intended to create an employment contract between the City and me. Additionally, I understand that if an employment relationship is established, I have a right to terminate my employment at any time. I also understand that the City retains the right to terminate my employment at any time, unless I am subject to a just cause provision under a collective bargaining agreement. Further, I understand that the City has the right to modify its policies without giving me any notice of the change(s).

I hereby authorize the City of Birmingham to verify all the information I have provided on my application. I also agree to execute, as a condition of employment or continued employment, any additional written authorizations necessary for the City to obtain access to and copies of records pertaining to this information. I expressly authorize the City of Birmingham to contact any of my current or prior employers, educational institutions, and other references I have provided, and release all of those employers, educational institutions and references and the City of Birmingham from any and all liability arising from their giving information about my employment, academic, and/or military experience. For purposes of the medical examination(s), I hereby authorize the City of Birmingham to access any medical histories or records pertaining to me. I also hereby waive any right under the Bullard-Plawewski Right to Know Act, 1978 PA 397, to receive written notice from the City of Birmingham or any former or current employer, that a disciplinary report, letter of reprimand, or other disciplinary action taken against me while employed, will be or has been disclosed to a third person or entity.

I agree not to commence any action or suit relating to my employment with the City of Birmingham more than 180 days after the occurrence of the facts giving rise to the claim, or more than 180 days of the date of my termination of such employment, whichever is earlier, and to waive any statute of limitations to the contrary.

If I am employed, I understand that additional personal data will be required for determination of benefit eligibility and for statistical purposes.

I will abide by all policies, rules and regulations of the City of Birmingham.

The City of Birmingham is an equal opportunity employer to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, sex (including pregnancy), sexual orientation, national origin, age, disability, genetic information, marital status, height or weight, or any other characteristic protected by federal, state or local laws. We provide reasonable accommodation for qualified individuals with a disability if requested.

I certify that I can and will, upon request, substantiate all statements made by me on this application; that such statements are true, complete and correct to the best of my knowledge. I understand that a false statement, dishonest

answer, misrepresentation or omission to any question will be sufficient for rejection of my application, removal of my name from eligibility or my immediate discharge should such falsifications or misrepresentations be discovered after I am employed.

☒ I agree to the above.

Signature: Jana Ecker

Date: 2022-11-28 12:18:13am

Wet Signature:



Signature

Date

November 27, 2022

Dear Mr. Lambert,

Please accept this letter and attached resume in support of my application for the Birmingham City Manager position. I have over 26 years of professional experience in municipal law and local government, including 22 years of experience in management roles in municipal government in both Indiana and Michigan. I am a confident, outgoing and intuitive administrator, capable of managing a multi-disciplinary team, with a diverse background of skills, education and experience in municipal government.

As a result of 20+ years with the City of Birmingham, I have gained extensive knowledge regarding the operation of the City, the functions of each City department and the high caliber of our employees. I enjoy working to create and support a positive work environment that inspires employees to be fully engaged, try new things, and to develop their skills to the next level. My management style is open, inclusive and supportive. For the past year and a half, I have served the City as Assistant City Manager, building relationships across all City departments. Prior to serving as Assistant City Manager, I managed the Planning Division for 18 years, and was responsible for the coordination of activities between the Building and Engineering Divisions, the Department of Public Services, GIS services, and the Birmingham Shopping District for many of those years. For the past eight months I have also acted as the Interim Executive Director of the Birmingham Shopping District.

In addition to working with City staff across departments, I have a proven record of working collaboratively with elected and appointed officials and City residents to achieve consensus and work through challenging issues while respecting the long term vision for the City. I have acted as staff liaison to more than 14 City boards and committees, and overseen the management of agendas, conducted public presentations, provided professional advice and information to elected and appointed officials, and encouraged robust public engagement and discussion.

In addition to my municipal government experience, I am also a licensed attorney. I previously practiced municipal and development law, along with corporate, employment and real estate law. This experience working with municipalities and government agencies while practicing law inspired my interest in public service. I have found that working in local government and serving the public has continued to provide me with an interesting and challenging career path that allows me to further my passion for community building and to utilize my legal skills and experience to effectively engage, advise, collaborate and negotiate creative solutions.

I believe that my extensive knowledge of Birmingham and my combination of skills, education and experience make me an excellent candidate for the City Manager position. I look forward to discussing this opportunity further and continuing to serve the City.

Sincerely,

Jana Ecker

Jana L. Ecker

OBJECTIVES

To manage and lead the City of Birmingham through the implementation of successful management strategies and by leveraging my education, experience and passion for community enhancement and public engagement. To inspire creativity, collaboration and innovation in a supportive and inclusive team environment.

PROFESSIONAL LICENSES

Licensed Residential Builder

State of Michigan

Licensed Attorney, Member of the Bar

Province of Ontario

EDUCATION

Graduate Certificate in Public Administration

Central Michigan University

Emerging Leaders Development Program

International City/County Managers Association

Leadership Training Program

Leadership Southern Indiana

Bachelor of Laws

University of Windsor, ON

Bachelor of Arts

University of Toronto, ON

Urban Planning & Environmental Studies

PROFESSIONAL EXPERIENCE

Management & Leadership

- ◆ Currently Assistant City Manager, work closely with City Manager and all City departments to ensure City staff is working together to provide seamless and comprehensive service to residents and business owners
- ◆ Manage City Commission agendas and meetings as needed, act as City Manager in his absence
- ◆ Inspire confidence and creativity in others, very effective team builder
- ◆ Involved in many complex projects, including land acquisition, contract negotiation, economic development projects, dispute resolution among staff, residents, business owners and politicians
- ◆ Able to successfully cultivate relationships across all sectors of the community, including local, state and federal elected officials, Chamber of Commerce, school boards, business owners, homeowner's associations, non-profit agencies and neighboring communities
- ◆ Previously managed the Planning Department and coordinated work with the Building and Engineering Departments
- ◆ Ongoing leadership training since 1999

Economic & Community Development

- ◆ Currently acting as Interim Executive Director of the Birmingham Shopping District, and staff liaison to the BSD Board, supporting and developing Downtown Birmingham through promotion, marketing and retail attraction
- ◆ Coordinate with state and federal agencies to obtain funding and priority status for transportation projects
- ◆ Conduct market research, compile demographic data, conduct comparison studies with similar communities
- ◆ Coordinate and conduct keynote presentations at community non-profits, economic development events and commercial and transportation seminars across the region
- ◆ Managed and implemented an on-line Market Analysis Mapping application to assist in retail recruitment efforts and business location analysis
- ◆ Acted as staff liaison to the Brownfield Redevelopment Authority and Corridor Improvement Authority
- ◆ Prepared grant applications and conducted grant administration for development projects

Strategic & Comprehensive Planning

- ◆ Participated in 2022 strategic planning sessions with the City Commission, and assisted with the creation of goals and objectives from City Commission and public input sessions
- ◆ Participate in annual long range planning sessions with the City Commission and board members to develop strategies for the future growth and development of the City
- ◆ Have participated in strategic planning sessions to develop goals and objectives for the City Commission, City government and non-profit agencies
- ◆ Managed a multi-year comprehensive master planning project to establish a vision and community plan for Birmingham in 2040
- ◆ Conducted numerous master planning initiatives for key commercial and residential areas, including the Triangle District Urban Design Plan, Triangle District Corridor Improvement Plan, updates to the Downtown Birmingham 2016 Plan, The Birmingham Plan, Eton Road Corridor Plan, and the Jeffersonville Master Plan
- ◆ Prepared and implemented a strategic plan for a Transit Oriented Development District
 - ◆ Devised outreach strategies to ensure adequate citizen participation
 - ◆ Planned and conducted a two day public design charrette involving elected officials, residents and business owner
- ◆ Represented city in Detroit Regional Mass Transit initiative and Ohio River Bridge Crossing Project, and the Kentucky-Indiana Transportation for Tomorrow mass transit initiative

Municipal Finance & Budgeting

- ◆ Twenty four years of experience in preparing annual budgets for municipalities and non-profits and participating in budget hearings
- ◆ Utilized effective financial forecasting and local economic indicators to develop annual department budgets
- ◆ Financial oversight of BSD expenditures and other departments as needed
- ◆ Conducted review of Brownfield Redevelopment plans, and evaluated requests for approval to utilize future tax increments to offset site clean up costs
- ◆ Worked with Bond Counsel on various issues with regards to municipal bonds for economic development
- ◆ Assisted with preparation of Tax Increment Financing Plan for Triangle District Corridor Improvement Area
- ◆ Municipal Finance and Budgeting course at graduate level, attend ongoing training sessions through the Municipal Government Finance Officers Association
- ◆ Extensive experience with construction liens and development bonds

Personnel & Labor Relations

- ◆ Provide guidance to Human Resources on employment and benefit issues, review changes to collective bargaining agreements, evaluate and interview candidates for Department Head and other senior positions
- ◆ Managed union employees for over ten years
- ◆ issued discipline, participated in grievance process and contract negotiations
- ◆ Represented both public employee unions and management in several key labor disputes while practicing law
- ◆ Represented clients in arbitrations, disability claims and appeals, as well as Unemployment Insurance appeals
- ◆ Completed law courses in contract law, labor relations, collective bargaining and employment law

Planning & Zoning

- ◆ Managed all planning applications, reviews and appeals for the City of Birmingham for 18 years
- ◆ Conducted site plan reviews and community impact study reviews for all new development in multi-family, commercial and mixed use zone districts
- ◆ Conducted detailed research and planning analysis on topical planning issues
- ◆ Acted as key staff liaison to the City Commission, Planning Board, Board of Zoning Appeals, Historic District Commission, Design Review Board and Historic District Study Committee
- ◆ Managed, updated and administered all planning documents including the Zoning Ordinance, Zoning Map, City's Master Plans and sub-area plans
- ◆ Drafted and implemented the City's Urban Design Plan: A Strategy for Alleys and Passages

Infrastructure Improvements

- ◆ Provide management oversight on the planning, design and engineering for the reconstruction of major roadway and streetscape improvements in Birmingham
- ◆ Assist with management of the Department of Public Services, including Street, Sewer and Water, and Parks and Recreation divisions in the absence of a full time Director of Public Services
- ◆ Oversee planning and design coordination for all pedestrian, bicycle, transit and vehicular infrastructure projects in the City of Birmingham
- ◆ Acted as former staff liaison for the Birmingham Multi-Modal Transportation Board in conjunction with the Engineering and Police Departments
- ◆ Lead multi-jurisdictional project to convert an abandoned railroad bridge between Kentucky and Indiana into a non-motorized, multi-modal connecting bridge between downtown Louisville, KY and downtown Jeffersonville, IN
- ◆ Represented the community in planning and design to provide new interstate connection across the Ohio River between Kentucky and Indiana, including restoring local access (Ohio River Bridges Project)
- ◆ Managed and worked in conjunction with the INDOT on multiple road construction and reconstruction projects
- ◆ Prepared redevelopment plan for historic U.S. Army Quartermaster Depot, including the reinvestment in water, sewer and road infrastructure and co-ordination with the Indiana Historic Preservation Office, U.S. Parks Service, U.S. Army and the Historic Landmarks Foundation of Southern Indiana
- ◆ Assisted with preparation of infrastructure reinvestment plan for the U.S. Army Ammunition Plant property
- ◆ Participated in sewer expansion project in areas to be annexed, including wastewater treatment plant improvements, development of floodplain regulations, flood operations and State compliance audits
- ◆ Member of the Jeffersonville Drainage Board which reviewed and approved all public and private development projects for drainage, sewer and flood regulation compliance

Parking

- ◆ Assist Parking Manager with evaluation of parking system equipment upgrades and reporting
- ◆ Researched trends and best practices for changing parking needs in urban areas
- ◆ Drafted ordinance language for public and private parking requirements and standards for new development
- ◆ Completed a Downtown Parking Plan: Zoning Strategies Assessment for Downtown Birmingham
- ◆ Completed public parking needs analysis for Downtown Birmingham and the Birmingham Triangle District
- ◆ Former staff liaison for the Ad Hoc Parking Development Committee
- ◆ Attend Advisory Parking Committee as needed

Public Safety

- ◆ Attended OAKWAY Fire Operations Training at Oakland Community College in 2021
- ◆ Attended police training session covering current legal standards of search and seizure, pursuit, detention and arrest, participated in ride along with Birmingham Police Department
- ◆ Evaluated and interviewed Birmingham Police Chief candidates

Elections & Licensing

- ◆ Assisted in preparation of Records Retention Policy
- ◆ Assisted with redistricting of City of Birmingham for municipal elections
- ◆ Prepared and implemented Outdoor Dining License program
- ◆ Assisted with the update of the Special Event Licensing program
- ◆ Preparation of ordinance amendments, resolutions and exhibits for City Commission approval
- ◆ Recommended updates to Vendor and Peddler Licensing Program
- ◆ Co-ordinated FOIA requests for Community Development and enforced Records Retention Policy

Parks & Recreation

- ◆ Current staff liaison to the Parks and Recreation Board in the absence of a full time Director of Public Services
- ◆ Managing safety enhancement projects at Lincoln Hills and Springdale Golf Courses
- ◆ Worked with the Department of Public Services and Parks Board to implement public art program in City parks
- ◆ Created and implemented Piano in the Park program in Shain Park, and Art in the Alley event

Intergovernmental Co-ordination

- ◆ Communicate with State and Federal legislators and agencies regarding current issues and needs
- ◆ Represent City in co-ordination meetings with the MDOT for local and regional projects
- ◆ Co-ordinate with Oakland County on regional projects, attend county training programs and events
- ◆ Member of Oakland County City Managers Association, attend monthly meetings with other city management officials to discuss current issues, share resources and learn about local and regional initiatives
- ◆ Attend South Oakland County Mayors Association events to network with mayors and managers of local cities
- ◆ Represented Birmingham in the Detroit Regional Mass Transit initiative, served as Chair of the Woodward Avenue Transit Coalition
- ◆ Represented the City of Jeffersonville in the Ohio River Bridge Crossing Project, and the Kentucky-Indiana Transportation for Tomorrow mass transit initiative

EMPLOYMENT HISTORY

Assistant City Manager & Interim Executive Director of the BSD, City of Birmingham, MI

August 2021 to present

Planning Director, City of Birmingham, MI

October 2003 to July 2021

City Planner, City of Birmingham, MI

August 2002 to October 2003

Director of Planning and Development, City of Jeffersonville, IN

October 1998 to August 2002

Attorney, Easterbrook & Associates, Windsor, ON

February 1996 to October 1998

AWARDS

- ◆ **Community Landscape Beautification Award** – Michigan Nursery and Landscape Association, 2019
- ◆ **Crain's Detroit 2010 Class of "40 under 40"** – October 2010
- ◆ **Green Award**, Oakland County, May 2009
- ◆ **Best Transit-Oriented Development Plan (Triangle District Urban Design Plan)**, Woodward Avenue Action Association, 2009
- ◆ **GIS for Everyone Award (Market Analysis Mapping & Retail Recruitment)**, IMAGIN, 2008
- ◆ **Active Communities Award (Birmingham)– Gold Level**, State of Michigan, 2007, 2008, 2009, 2010, 2011, 2012, 2013
- ◆ **Best Planning Project (Jeffersonville Zoning Ordinance)**, Indiana Planning Association, 2001
- ◆ **Community of the Year Award (Jeffersonville, IN)**, Indiana Chamber of Commerce, 2000

SPEAKING ENGAGEMENTS

- | | |
|--------------------------------------|--|
| ◆ Form Based Code Institute | ◆ Birmingham Bloomfield Chamber Economic Forecast Series |
| ◆ Wayne State University | ◆ Michigan Association of Planning Conference |
| ◆ University of Michigan – Ann Arbor | ◆ Indiana Association of Planning Conference |
| ◆ Ball State University, IN | ◆ IMAGIN Conference |
| ◆ Urban Land Institute | ◆ Michigan Historic Preservation Network Conference |
| ◆ American Institute of Architects | |
| ◆ Congress for New Urbanism | |

Jana L. Ecker

- ◆ Southeast Michigan Council of Governments (SEMCOG)
- ◆ Kentucky Indiana Planning and Development Agency (KIPDA)
- ◆ Birmingham Community House and Rotary Club
- ◆ Southeast Michigan Transit Forum
- ◆ Commercial Real Estate Women (Detroit)
- ◆ Birmingham Commercial Broker Roundtables
- ◆ Facilitator, Transit Oriented Development Charrette

PROFESSIONAL AFFILIATIONS

- ◆ International City/County Managers Association
- ◆ Michigan Local Government Managers Association
- ◆ Michigan Municipal League
- ◆ Michigan Association of Planning
- ◆ American Planning Association
- ◆ National League of Cities
- ◆ Urban Land Institute
- ◆ Congress for the New Urbanism
- ◆ Oakland County Planners Group
- ◆ Michigan Economic Development Association

VOLUNTEER POSITIONS

- ◆ Assistant Chief Administrative Officers Committee, International City/County Managers Association
- ◆ Traffic Safety Task Force Committee Member, Southeast Michigan Council of Governments
- ◆ Administrator, Royal Oak Sand Lot League



Employment Application | Submitted: 30-Nov-2022

AAA

Blaine Wing

City Manager



United States

Job Location - Birmingham, MI

Department - Manager's Office

Source - Other

Employment Experience

List any jobs held in the past 10 years. List your present employment first. List every promotion as a new job. Briefly summarize your job duties to give the reviewer a general idea of your tasks and responsibilities. Please include all requested information, even if a résumé is attached.

Note: If you are unable to provide a phone number, enter 000-000-0000.

Employment Gap - Unemployed

May/2022 - Nov/2022

Details: I resigned in May of 2022, as the Rochester City Council, through the Mayor advised me that they wanted new leadership. I was offered a 6-month severance that was greater than if I stayed and was terminated.

Additionally, my wife and I recently had our first child, who was almost 4 months old at the time. We were having difficulty finding child care and thus getting up to 6-months of severance, allowed me to stay home and raise my son. **Length:** 0 years, 6 months

City of Rochester

Job Title: City Manager

Dates Employed From: Nov/2015

Dates Employed To: Nov/2022

Employment Length: 7 years

Position Type: Full-Time

Duties: Rochester provides full city services, including police, fire, water/sewer services, and currently employs 75 full-time and 30 part-time employees with a general fund budget of \$15 million. As the City Manager, my daily responsibilities included: General Administration, Community Development including CDBG, Capital Improvements, Financial Management, Human Resources, Risk Management, and Legal. Key Accomplishments: *Structured a 20-year \$100,000,000 infrastructure improvement plan to update, repair, and replace the City's water, sewer, roads, alleys, bridges, sidewalks, lights, etc.

*Began implementing \$12 million in water and sewer projects using low-

Supervisor Name: Mayor and City Council

Supervisor Title: Rochester City Council

Starting Rate of Pay: \$114,000

Ending Rate of Pay: \$128,700

May We Contact? Yes

interest loans through the State. *Assisted in the creation/implementation of the Sustainable Rochester Development program. *Helped develop the City's 2022 Master Plan (future land use, placemaking, etc.). *Implemented improvements and changes to the City's health, dental, and life insurance plans, saving Rochester approximately \$1.6 million.

Reason For Leaving: Resignation with separation agreement. The new Council wanted different leadership.

City of Des Plaines

Job Title: Director of Human Resources

Dates Employed From: Feb/2014

Dates Employed To: Oct/2015

Employment Length: 1 year, 8 months

Position Type: Full-Time

Duties: Des Plaines has a Council-Manager form of government, had a general fund budget of \$65 million, employed 355 full-time and 40 part-time employees. As the Director, my daily responsibilities included: Administrative Management, Human Resources, Health & Human Services, Risk Management, and Legal. Key Accomplishments: *Implemented improvements and changes to the City's health, dental, and life insurance plans, along with increased employee participation in the cost of insurance, saving the City approximately \$225,000/year. *Completed negotiations with both the fire and police unions, resulting in successor agreements which increased the union members health insurance cost sharing portion by 2%. *Transitioned to a new employee assistance and electronic benefits administration provider equating to an approximate \$100,000 annual savings.

Reason For Leaving: Returned home and career advancement.

Supervisor Name: Dorothy Wisniewski

Supervisor Title: Assistant City Manager/Director of Finance

Starting Rate of Pay: 121,000

Ending Rate of Pay: 121,000

May We Contact? Yes

Village of Oak Brook

Job Title: Assistant Village Manager

Dates Employed From: Jan/2008

Dates Employed To: Feb/2014

Employment Length: 6 years, 1 month

Position Type: Full-Time

Duties: Oak Brook had a general fund budget of \$24 million, employed 139 full-time and 60 part-time employees with eight departments. As the Assistant Manager, my daily responsibilities included: Administrative Management, General Administration, Financial Management, Information Technology, Human Resources, Risk Management, Purchasing, Emergency Management, Legal, Economic Development, and Public Communications and Relations. Key Accomplishments: *Implemented improvements and changes to the Village's health, dental, vision, and life insurance plans, along with increased employee participation in the cost of insurance saving the Village approximately \$350,000/year. *Transitioned the Village from an in-house emergency dispatching center to a regional emergency dispatching agency, which provides improved service to residents and businesses, while saving the Village approximately \$300,000 annually. *Negotiated agreements with T-Mobile and AT&T that generate approximately \$55,000/year. *Implemented risk

Supervisor Name: David Neimeyer

Supervisor Title: Village Manager

Starting Rate of Pay: \$87,000

Ending Rate of Pay: \$120,000

May We Contact? Yes

management changes that resulted in premium savings over \$1,000,000 over 5 years. *Attended the International Council of Shopping Centers (ICSC) Retail Estate Convention; secured interest with several businesses, resulting with successful placements. *Worked on the Village's first TIF district (Oak Brook Promenade), a \$50 million shopping site.

Reason For Leaving: Career advancement

Village of Cary

Job Title: Assistant Village Administrator

Dates Employed From: Oct/2006

Dates Employed To: Dec/2007

Employment Length: 1 year, 2 months

Position Type: Full-Time

Duties: Cary has a Council-Manager form of government with a general fund budget of approximately \$8 million. During my employment, the Village had 78 full-time employees and five departments. As the Assistant, my responsibilities included: Administrative Management, IT, Risk Management, and Public Relations. Key Accomplishments: *Oversaw and managed the Village's wide area network, improving the Village's IT infrastructure. *Organized the pre-employment hiring process, from recruitment through conditional offers. *Provided budgetary recommendations and assisted with the development of the annual and capital improvement budgets.

Reason For Leaving: Career advancement

Supervisor Name: Cam Davis

Supervisor Title: Village Administrator

Starting Rate of Pay: I don't recall.

Ending Rate of Pay: I don't recall.

May We Contact? Yes

Village of Flossmoor

Job Title: Assistant to the Manager

Dates Employed From: Oct/2000

Dates Employed To: Oct/2006

Employment Length: 6 years

Position Type: Full-Time

Duties: Flossmoor has a Council-Manager form of government, a general fund of approximately \$10 million, and during my tenure had six departments employing 53 full-time employees. As the Assistant to the Manager, I worked under the direction of the Village Manager and my responsibilities included: Administrative Management, Personnel Administration, Marketing/Communications, Financial Management, and Information Technology. Key Accomplishments: *Directed and advised the Village Board, Public Art Commission, Community Relations Commission, Flossmoor Festival Committee, Flossmoor 5K Committee, and the Home Rule Education Committee. *Developed, coordinated, and produced the Village's newsletter, brochures, and marketing materials. *Prepared the annual Administrative, Legislative, Legal, and Public Program operational budgets, forecasting revenues and capital improvement plans. *Assisted with the management of the Village's IT infrastructure; including the first Village-wide IT Plan.

Reason For Leaving: Career advancement

Supervisor Name: Peggy Glassford; then Bridget Wachtel

Supervisor Title: Village Manager

Starting Rate of Pay: I don't recall.

Ending Rate of Pay: I don't recall.

May We Contact? Yes

City of Battle Creek

Job Title: Intern/ Administrative Assistant

Dates Employed From: Apr/1999

Dates Employed To: Sep/2000

Employment Length: 1 year, 5 months

Position Type: Part-Time

Duties: Battle Creek has a Commissioner-Manager form of government, had a general fund budget of \$45 million, employed approximately 650 full-time employees within 22 departments. As an Administrative Intern, I reported to the Special Projects Manager I was later promoted to Administrative Assistant and reported to the Assistant to the City Manager. Key Accomplishments:
*Assisted with the administration, coordination, documentation, management, and promotion of a city-wide community/economic development initiative called BREAKING THROUGH THE BARRIERS *Represented the City at various conferences, meetings, and workshops.

Reason For Leaving: Career advancement

Supervisor Name: Odis Jones / Michelle Reen

Supervisor Title: Special Projects / Assistant to the City Manager

Starting Rate of Pay: I don't recall.

Ending Rate of Pay: I don't recall.

May We Contact? Yes

Educational Background

List below your educational background, including high school, all colleges, trade and military service schools.

Northwestern University | Certification

Degree: Certificate in Electronic Media

Major: E-media

Location: Evanston, IL, UNITED STATES

Graduated? No

Western Michigan University | Graduate School

Degree: Masters of Public Administration

Major: Local government/Public Administration

Location: Kalamazoo, MI, UNITED STATES

Graduated? Yes

Western Michigan University | College or University

Degree: Bachelor of Science

Major: General University Studies/Political Science

Location: Kalamazoo, MI, UNITED STATES

Graduated? Yes

Cover Letter & Resume

You may provide us with your cover letter & resume here. You may either copy and paste a cover letter & resume in the space provided or upload a file.

Click on the link to open the resume file if you wish to print the formatted resume.

File Name

Link

Wing Resume.11.8.22.pdf

 Preview Download

Cover for Birmingham City Manager Position from Blaine Wing.pdf

Q Preview

Download


Reference List 11.8.22.pdf

Q Preview

Download

Text Only Resume

C. Blaine Wing


www.linkedin/in/blainewing

Collaborative and experienced local government professional with a demonstrated history working for various sized municipal governments in both Michigan and Illinois. Skilled in community development, human resources, labor relations, finance, budgeting, infrastructure (roads, water, sewer, storm drainage, fiber, sidewalks, lights, park paths, etc.) , local government management, technology, event management, grants and communications. Team player with excellent communications skills, high-quality of work, driven, and customer focused.

Experience

November 2015 - May 2022

City Manager/City of Rochester, MI - Population 13 ,035 (2020 Census)

The City of Rochester has a rich history focused around its award-winning downtown. Rochester is a city in Oakland County on the north side of the Detroit-metro area. Rochester has natural beauty due to waterways, abundant green space, and winding nature trails. Major airports include Bishop International and Detroit Metro. The City provides full city services, including police, fire, water/sewer services, and currently employs 75 full-time and 30+ part-time employees with a general fund budget of \$15 million. As the City Manager, my daily responsibilities included : General Administration, Community Development including CDBG, Capital Improvements, Financial Management, Human Resources, Risk Management, and Legal.

Key Accomplishments :

Structured a 20-year \$100 ,000 ,000 infrastructure improvement plan to update, repair, and replace the City's water, sewer, roads, alleys, bridges, sidewalks, lights, etc. Began implementing \$12 million in water and sewer projects using low-interest loans through the State.

Assisted in the creation/implementation of the Sustainable Rochester Development program.

Helped develop the City's 2022 Master Plan (future land use, placemaking, etc.) .

Part of the team that received the 2020 Michigan Chapter of the APWA Project of the Year Award.

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Key Accomplishments :

Directed and advised the Village Board, Public Art Commission, Community Relations Commission, Flossmoor Festival Committee, Flossmoor 5K Committee, and the Home Rule Education Committee.

Developed, coordinated, and produced the Village's newsletter, brochures, and marketing materials.

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Assisted with the management of the Village's IT infrastructure; including the first Village-wide IT Plan.

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Administrative Assistant/Intern/City of Battle Creek, MI - Population 54 ,364 (2000 Census)

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Key Accomplishments :

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Represented the City at various conferences, meetings, and workshops.

Education

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1994 - 1998	
Masters of Public Administration	Western Michigan University, Kalamazoo, MI
1998 - 2000	
Certificate in Electronic Media	Northwestern University, Evanston, IL
2003 - 2004	
Certifications	
Society for Human Resource Management (SCP)	Senior Certified Professional (SHRM-SCP)
2015 - 2024	
Human Resource Certification Institute (SPHR)	Senior Professional Human Resources
2014 - 2024	

ICMA & Professional Development Academy High Performance Leadership Master Certificate 2021

Disney Institute
2019

Business Excellence Certificate

Computer Skills

Microsoft Office Suite . LOGOS . Munis . BS&A . GIS . Photoshop . InDesign . CivicPlus

Affiliations

International City/County Management Association (ICMA)	2000 - Present
Michigan Municipal Executives (MME) - State ICMA Affiliate	2016 - Present
Society for Human Resource Management (SHRM)	2011 - Present
American Public Works Association (APWA)	2016 - 2022
Michigan American Planning (MAP) Association	2016 - 2022
Michigan Public Employer Labor Relations Association (MPELRA)	2015 - 2022
Illinois Public Employer Labor Relations Association (IPELRA)	2004 - 2015
Illinois City Management Association (ILCMA)	2000 - 2015
Illinois Association of Municipal Management Assistants (IAMMA)	2000 - 2015
Illinois Development Council (IDC)	2012 - 2014
International Economic Development Council (IEDC)	2012 - 2014

Activities

SEMOG, City of Rochester Representative	2016 - 2022
Jefferson Health Plan, MI Municipal Health Insurance Cooperative, Vice-Chair	2019 - 2022
Leadership Oakland, Class of XXVII	2016 - 2017
IPELRA, Board Member (At-Large) & Technology Committee Member	2013 - 2015
IPELRA, Training Committee Member	2009 - 2015
ILCMA Promote the Profession Committee Member	2010 - 2015
IRMA, Coverage, Claims & Litigation Committee (Member)	2013 - 2014
IRMA, Membership Relations Committee (Member and Vice-Chair)	2009 - 2012
ICMA 2010 National Conference Committee Member	2009 - 2010
IAMMA Executive Board Member (Treasurer, President-Elect, President)	2006 - 2009

Awards

IPELRA Special Appreciation Award	October 2015
ILCMA Special Service Award	June 2013

References

Professional references attached.

References

Please fill out the information below regarding references.

Note: If you are unable to provide a phone number, enter 000-000-0000. If you are unable to provide an email address, enter noreply@noemail.com

David Niemeyer

Company: CPS HR Consulting

Occupation: Executive Recruiter / Former City Manager

Years Known: 20

Phone: [REDACTED]

Email: djniem@yahoo.com

Ciona Hall

Company: City of Detroit
Occupation: Community Development Specialist
Years Known: 6

Phone: [REDACTED]
Email: [REDACTED]

Jessica Fitzgerald

Company: Morgan Stanley
Occupation: Financial Advisor
Years Known: 6

Phone: [REDACTED]
Email: [REDACTED]

Additional Questions

General Information | Score Total - 0

Question	Answer	Score	Disqualifier?
Minimum Salary Acceptable: *	\$150,000		
Date available for work: *	1-16-2023		
Prior addresses (last 5 years):	[REDACTED]		
Are you interested in full-time work? *	Yes	0	
Are you interested in part-time work? *	No	0	
Would you like to be considered for seasonal opportunities? *	No	0	
Are you 18 years of age or older? *	Yes	0	
Do you have any relatives now or previously employed by the City of Birmingham? *	No	0	
Have you ever been convicted of a crime? (A positive response to this question does not automatically disqualify you from consideration) *	No	0	
Are there any felony charges pending against you? *	No	0	
Do you know of any reason why you	No	0	

would not be able to perform the essential functions of the job for which you are applying, with or without accommodation?

(Michigan law requires employers to make accommodations to disabled applicants and employees where the accommodation does not impose an undue hardship on the employer. Disabled employees and applicants may request an accommodation of their disability by notifying the City in writing of the need for accommodation within 182 days of the date the disabled individual knows or should know that an accommodation is needed. This requirement does not apply to an individual’s rights under the Americans with Disabilities Act. Failure to notify the City will preclude any claim that the employer failed to accommodate the disabled individual.) *

Have you ever worked for a company under a different name? *	Yes	0
--	-----	---

If yes, what was the name? *	Chester Blaine Wing III, Chester B. Wing III, Chester Wing, C. Blaine Wing, Blaine Wing
------------------------------	---

Have you ever been discharged from any employment? (A positive response to this question does not automatically disqualify you from consideration) *	No	0
---	----	---

Professional Licenses/Certifications/Credentials | Score Total - 0

Question	Answer	Score	Disqualifier?
List all professional licenses, certifications, and/or credentials. Include type and number:	Senior Certified Professional (SHRM-SCP) 2015-2024 Senior Professional Human Resources (SPHR) 2015-2024 High Performance Leadership Master Certificate from ICMA & PDA 2021 Business Excellence Certificate from the Disney Institute 2019		

Driver's License Information | Score Total - 0

Question	Answer	Score	Disqualifier?
Driver's License Number: *	<div></div>		
Expiration date: *	<div></div>		
State Issued: *	Michigan		

Computer & Systems Proficiency | Score Total - 0

Question	Answer	Score	Disqualifier?
Please list any applicable computer skills:	Microsoft Office Suite, LOGOS, Munis, BS&A, GIS, Photoshop, InDesign, Website design and management, social media (Facebook, Twitter, LinkedIn) for local governments.		
Please list your typing speed: ____wpm *	60		

Military Service | Score Total - 0

Question	Answer	Score	Disqualifier?
Have you served in the Military? *	No	0	

Applicant Statement

If selected for employment, the following prescribed conditions must be met before such employment offer is considered final. All persons hired by the City of Birmingham must undergo and pass a medical examination (including, but not limited to, physical examination, psychological evaluation (for sworn Fire and Police), and drug and/or alcohol screening) from a City- appointed physician or other professional at no cost to the applicant. The medical examination must be scheduled and taken, and results received, prior to the employee's first date of employment. Prior to the date of hire, candidates must provide original documents establishing their employment eligibility as required under the Immigration Reform and Control Act of 1986. An investigation of past employment references and other information will be conducted. Acceptance of an offer of employment does not create a contractual obligation upon the City of Birmingham to continue employment in the future.

I understand that by completing this application there is no guarantee of a job interview or a job offer. No promises regarding employment have been made to me and I understand that no such promise or guarantee is binding upon the City. I also understand that nothing in this employment application, in the City's statements, policies, or Employee Handbook, or in my communications with any City official or representative is intended to create an employment contract between the City and me. Additionally, I understand that if an employment relationship is established, I have a right to terminate my employment at any time. I also understand that the City retains the right to terminate my employment at any time, unless I am subject to a just cause provision under a collective bargaining agreement. Further, I understand that the City has the right to modify its policies without giving me any notice of the change(s).

I hereby authorize the City of Birmingham to verify all the information I have provided on my application. I also agree to execute, as a condition of employment or continued employment, any additional written authorizations necessary for the City to obtain access to and copies of records pertaining to this information. I expressly authorize the City of Birmingham to contact any of my current or prior employers, educational institutions, and other references I have

provided, and release all of those employers, educational institutions and references and the City of Birmingham from any and all liability arising from their giving information about my employment, academic, and/or military experience. For purposes of the medical examination(s), I hereby authorize the City of Birmingham to access any medical histories or records pertaining to me. I also hereby waive any right under the Bullard-Plawewski Right to Know Act, 1978 PA 397, to receive written notice from the City of Birmingham or any former or current employer, that a disciplinary report, letter of reprimand, or other disciplinary action taken against me while employed, will be or has been disclosed to a third person or entity.

I agree not to commence any action or suit relating to my employment with the City of Birmingham more than 180 days after the occurrence of the facts giving rise to the claim, or more than 180 days of the date of my termination of such employment, whichever is earlier, and to waive any statute of limitations to the contrary.

If I am employed, I understand that additional personal data will be required for determination of benefit eligibility and for statistical purposes.

I will abide by all policies, rules and regulations of the City of Birmingham.

The City of Birmingham is an equal opportunity employer to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, sex (including pregnancy), sexual orientation, national origin, age, disability, genetic information, marital status, height or weight, or any other characteristic protected by federal, state or local laws. We provide reasonable accommodation for qualified individuals with a disability if requested.

I certify that I can and will, upon request, substantiate all statements made by me on this application; that such statements are true, complete and correct to the best of my knowledge. I understand that a false statement, dishonest answer, misrepresentation or omission to any question will be sufficient for rejection of my application, removal of my name from eligibility or my immediate discharge should such falsifications or misrepresentations be discovered after I am employed.

☒ I agree to the above.

Signature: C. Wing

Date: 2022-11-30 11:19:04pm

Wet Signature:



Signature

Date

November 30, 2022

Mr. Joseph Lambert
151 Martin Street
Birmingham, MI 48009

Sent via Email

Re: City Manager Position

Dear Mr. Lambert:

I am writing in response to your advertisement on the ICMA website for the City Manager position with the City of Birmingham. Based on the requirements listed in the posting and the recruitment brochure, I feel that my skills and experience are a great match.

I am collaborative leader with a great deal of experience in human resource and infrastructure. I have most recently earned the High Performance Leadership Master Certificate from ICMA & the Professional Development Academy (12/2021), while maintaining senior human resource certifications from SHRM and HRCL. As for infrastructure, I completed Pavement Surface Evaluation and Rating (PASER) training through Michigan Technological University, as well as trainings related to water, storm drainage, and building construction.

The above skills helped me successfully plan, bond (at less than 2%), and build a new public works administration building, and upgrade the entire public works campus with the assistance of our engineers, various contractors, and my fellow co-workers between 2019 through 2021.

Over the past 2 years I was also heavily involved with the City of Rochester's Planning Commission and planning consultants, as we completed and City Council adopted the 2022 Master Plan. That policy document lays out the future land uses, discusses sustainability (while referencing the Sustainability Plan that I participated in the creation of a few years prior), as well as updating zoning. I have also worked closely on TIFs, CDBG programs, with building department staff and contracted inspectors, developers on PUDs and brownfield grants, as well as with various entities (school districts, neighboring towns, counties, and other authorities) on new and existing developments, as well as grants.

In conclusion, I am a results-driven, customer focused professional with extensive experience developing and managing new initiatives, leading people and project teams, implementing and overseeing cost reduction/revenue enhancement programs, and administering multi-million-dollar budgets. I have uploaded my resume and references to the City's site for your review. I look forward to discussing the City Manager opportunity with you. If you have any questions, please email me at [REDACTED] or call me at [REDACTED].

Sincerely,

C. Blaine Wing

C. Blaine Wing

C. Blaine Wing

www.linkedin/in/blainewing 

Collaborative and experienced local government professional with a demonstrated history working for various sized municipal governments in both Michigan and Illinois. Skilled in community development, human resources, labor relations, finance, budgeting, infrastructure (roads, water, sewer, storm drainage, fiber, sidewalks, lights, park paths, etc.), local government management, technology, event management, grants and communications. Team player with excellent communications skills, high-quality of work, driven, and customer focused.

Experience

NOVEMBER 2015 – MAY 2022

City Manager/City of Rochester, MI – Population 13,035 (2020 Census)

The City of Rochester has a rich history focused around its award-winning downtown. Rochester is a city in Oakland County on the north side of the Detroit-metro area. Rochester has natural beauty due to waterways, abundant green space, and winding nature trails. Major airports include Bishop International and Detroit Metro. The City provides full city services, including police, fire, water/sewer services, and currently employs 75 full-time and 30+ part-time employees with a general fund budget of \$15 million. As the City Manager, my daily responsibilities included: General Administration, Community Development including CDBG, Capital Improvements, Financial Management, Human Resources, Risk Management, and Legal.

Key Accomplishments:

- Structured a 20-year \$100,000,000 infrastructure improvement plan to update, repair, and replace the City's water, sewer, roads, alleys, bridges, sidewalks, lights, etc.
- Began implementing \$12 million in water and sewer projects using low-interest loans through the State.
- Assisted in the creation/implementation of the Sustainable Rochester Development program.
- Helped develop the City's 2022 Master Plan (future land use, placemaking, etc.).
- Part of the team that received the 2020 Michigan Chapter of the APWA Project of the Year Award.
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ICMA 2010 National Conference Committee Member	2009 – 2010
IAMMA Executive Board Member (Treasurer, President-Elect, President)	2006 – 2009

Awards

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ILCMA Special Service Award	June 2013

References

Professional references attached.

C. Blaine Wing's References

Tom Tanghe

City Manager, City of Auburn Hills

[REDACTED]
[REDACTED]
[REDACTED]

Neighboring City and MME

Mark Wollenweber

ICMA Senior Advisor & Retired City Manager

[REDACTED]
[REDACTED]
[REDACTED]

ICMA and MME

Bryan Barnett

Mayor, City of Rochester Hills

Past Mayor for US Conference of Mayors

[REDACTED]
[REDACTED]
[REDACTED]

Neighboring City & US Conference of Mayors

Jaymes Vettraino

Director of Civic Engagement

Rochester University

[REDACTED]
[REDACTED]
[REDACTED]

Former Rochester City Manager & Current Resident

Mark Mendola

Owner, D'Marcos Italian Restaurant

[REDACTED]
[REDACTED]
[REDACTED]

Downtown Rochester Business

Jessica Fitzgerald

Senior VP – Financial Advisor, Morgan Stanley

[REDACTED]
[REDACTED]
[REDACTED]

Rochester Business & Vendor to City of Rochester

David Niemeyer

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Former supervisor, ICMA, and ILCMA

Amanda Harrison

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Rochester Hills Library, Rochester Council, & DIA

Ciona Hall

Community Development Specialist II/

Program Analyst II – Choice Neighborhood Grands Coord.

[REDACTED]
[REDACTED]
[REDACTED]

Former Rochester Employee

Adam Kochenderfer

Oakland County Commissioner & Associate General

Counsel, DRiV Automotive

[REDACTED]
[REDACTED]
[REDACTED]

Rochester's County Commissioner

Birmingham City Commission Minutes
February 8, 2023
Department of Public Service Building, 851 S. Eton St
4:30 p.m.
Vimeo Link: <https://vimeo.com/797132791>

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Therese Longe, Mayor, opened the meeting with the Pledge of Allegiance.

II. ROLL CALL

City Clerk Bingham called the roll.

Present: Mayor Longe
Mayor Pro Tem McLain
Commissioner Baller
Commissioner Boutros
Commissioner Haig
Commissioner Host
Commissioner Schafer

Absent: None

Staff: City Manager Markus; City Clerk Bingham, Assistant City Manager Ecker, Human Resources Manager Lambert, City Attorney Kucharek

III. PUBLIC COMMENT

IV. DISCUSSION ITEMS

Mayor Longe provided introductory comments. She noted that Mr. Lahanas accepted a position in Northville, Michigan and that Mr. Tungate reconsidered his interest in the position.

A. Interview Candidate Jana Ecker

In reply to Commissioner questions, ACM Ecker explained:

- Her general career experience has been in urban planning and working as an attorney. Since becoming Assistant City Manager, she has attended at least one meeting of every City board and commission, and spent more time engaging with the City's various departments in order to learn more;
- Her priorities in the first six to 12 months would be:
 - Establishing a senior leadership team in order to promote institutional memory, collaboration, and training;
 - Meeting with each Commissioner one-on-one to open a direct line of communication;
 - Meeting with different neighborhood groups;
 - Working with MDOT to improve safety on Woodward, including the upcoming improvements to the intersection of Woodward, Brown, and Forest;
 - Incorporating multi-modal impacts into more of the City's decisions and providing the Multi-Modal Transportation Board with a tool to conduct that analysis;
 - Developing a plan for Birmingham's seniors and for NEXT;

- Developing a sustainability plan, purchasing the City's first electric vehicle, and installing electric vehicle charging stations;
 - A succession plan for the Finance Department; and,
 - An RFP for a digital budgeting platform to increase transparency;
- A City Manager within a council-manager municipal government format is expected to hire and manage Staff, to implement policy as directed by the City Commission, and to represent the City's interests in working with outside groups;
- Some challenges the next City Manager could encounter include: budgetary constraints, handling the impacts of severe weather, and differing opinions in the community about Birmingham's rate of growth and development;
- She would ensure that department heads are meeting their City-wide goals and objectives by:
 - Continuing weekly Staff meetings;
 - Having an open-door policy;
 - Encouraging collaboration among department heads;
 - Holding meetings that focus on projects that would benefit from interdepartmental and inter-board perspectives; and,
 - Having monthly one-on-one meetings with department heads to ensure that progress is being made towards the yearly goals;
- When she implemented a new contract tracking system so that all departments were following the same process, some Staff initially found it confusing and did not understand the need for a new process. She developed checklists with the City Attorney for Staff to make sure the processes were followed, and communicated with Staff to explain the necessity of the change;
- She has extensive experience in preparing budgets, requests for proposals, and service contracts from both her years in Planning and her years as an attorney;
- The Museum helps people create and maintain their connections with Birmingham, helps strengthen the social fabric of the community, and helps members of the public see how people in the past helped shape Birmingham;
- The Library also helps strengthen the social fabric of the community by providing people with a place to congregate and learn;
- A strength of hers is finding a way to organize a complex situation;
- For weaknesses, she sometimes finds it challenging to maintain a work-life balance, and sometimes finds that some people can be frustrated with the persistence she brings to accomplishing important tasks;
- In order to communicate effectively about potentially difficult municipal events, she would begin by demonstrating empathy and compassion for the challenges people may be experiencing. She would then listen to those impacted, inform them about the available resources and options, and then would provide advocacy and services for dealing with those issues. She would communicate both one-on-one and to the community as a whole using the City's various means of communication to do so;
- Her philosophies and approaches to the City Manager position would include openness, optimism, encouragement of collaboration, inclusivity, supportiveness, being solution-oriented, being enthusiastic about working with others, listening, and playing to people's strengths;
- Her philosophies and approaches in terms of project management would include looking at the overall picture, breaking it down into manageable steps, coming up with a plan, engaging stakeholders;
- She is skilled at organizing people, delegating tasks, organizing priorities and organizing how her time is spent;
- She has extensive knowledge of: the community, municipal government, the City's Staff, Birmingham's standards, and how to implement them;
- She has strong relationships within the community;

- Working in municipal government during the Covid-19 pandemic emphasized the importance of being open, creative, flexible, and willing to try different approaches to meet residents' needs. It also emphasized the importance of remembering that people may be facing challenges in their personal lives, and paying attention to the human and social aspects should remain a priority;
- She learned that trialing certain solutions for a short period of time is the best ways to see if the solution would work;
- She has an immense passion for public service and intends to spend the rest of her career in the field. She has high ethical standards and high integrity standards both for herself and for her Staff;
- She would offer an excellent transition from CM Markus because she worked extensively with him and because she understands the City's relationships, culture, people and issues;
- Even though she sometimes struggles with work-life balance, she is always able to accomplish the tasks in her work life that she sets out to accomplish;
- She has many years before she wishes to retire and would be happy to spend the rest of her career in Birmingham; and,
- Working in Birmingham has been fulfilling and a pleasure despite the challenges, because she enjoys the challenges public service brings.

XI. ADJOURN

Mayor Longe adjourned the meeting at 5:24 p.m.



Alexandria Bingham, City Clerk



Laura Eichenhorn, City Transcriptionist

Birmingham City Commission Minutes
February 9, 2023
Department of Public Service Building, 851 S. Eton St
4:30 p.m.
Vimeo Link: <https://vimeo.com/797574925>

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Therese Longe, Mayor, opened the meeting with the Pledge of Allegiance.

II. ROLL CALL

City Clerk Bingham called the roll.

Present: Mayor Longe
Mayor Pro Tem McLain
Commissioner Baller
Commissioner Boutros
Commissioner Haig
Commissioner Host
Commissioner Schafer

Absent: None

Staff: City Manager Markus; City Clerk Bingham, Human Resources Manager Lambert, City Attorney Kucharek

III. PUBLIC COMMENT

IV. DISCUSSION ITEMS

Mayor Longe provided introductory comments.

CA Kucharek also provided guidance to the Commission, recommending that written responses to the verbal questions being asked by the Commissioners not be given any weight. She recommended this in order to preserve equity between the candidates since written answers to these questions were not sought by the Commission and not all candidates provided written answers.

A. Interview Candidate Troy Bell

In reply to Commissioner questions, Mr. Bell explained:

- His parents were both public servants, which set the foundation for his and his siblings' careers in public service. His passion lies with public service;
- Birmingham is attractive to him because of its community, schools, the City's organization, and the opportunities the City Manager role offers;
- He has a diverse career background including law enforcement, public works, information technology, and educational leadership, and has worked in many different parts of the country;
- He has a diverse educational background and was presently pursuing his PhD;
- He would be capable of implementing the succession planning the City has already done, and would also be capable of taking a different approach to succession planning which would include mentoring Staff, being open and engaging, and making decisions with his leadership team in mind;

- His priority once hired as City Manager would be to learn more about Birmingham first in order to determine how best to lead the City;
- He perceived safety and security, infrastructure, and the location of the senior center to be three topics he would get involved in early on;
- He would focus both on improving processes and making sure 'the trains run on time';
- He has spent his career working within a council-manager government format. The Commission outlines goals and objectives, and the City Manager guides the organization in achieving those goals and objectives. He would emphasize the importance of aligning the City's goals with its strategic and master plans;
- Challenges in the position could include aligning the City with the 2040 Master Plan in order to create certainty in the City, addressing safety and security and making sure the Police Department is well-accommodated, finding an appropriate location for the senior center;
- He would ensure that department heads are meeting their City-wide goals and objectives by focusing on consistent process improvement, creating consensus and collaboration, and doing some strategic planning. He would invest in the well-being and success of City Staff in order to ensure that the City achieves its broader goals;
- His research on the City included the 2040 Plan, the process of locating the senior center, the need for maintaining safety and security, the need to streamline processes, the importance of parks, recreation, programming, and arts to the City, and the need to increase transparency between the City and its residents. He would hope, once hired, to meet with Commissioners, community leaders, and residents in general to learn more about the City;
- He had a situation where Staff had to enforce an unpopular, but extant, ordinance. Once he explained the benefits of enforcing the ordinance, which included limiting blight and increasing revenue, Staff became more comfortable with enforcing the ordinance;
- He had experience managing the budget for an Everglades Restoration Program, a Miscellaneous Pump Station Project, and a deep well injection project. As part of those projects position he also managed requests for proposals and service contracts;
- Museums and libraries are part of a community's culture. Both institutions should be reviewed for how they are integrating digital services to meet the needs of the community. It would also be beneficial to look at other ways that the Library could expand its services, such as potentially renting out bicycles or other items;
- One of his strengths is a compassionate leadership style that is open, engaging, and approachable;
- Two of his challenges include recognizing that some people may need guidance and time before they are able to meet the high standards he sets, and needing to spend more time speaking French and Spanish;
- In order to communicate effectively about potentially difficult municipal events, he would begin by educating people about what has occurred, what the consequences are, and what resources are available;
- His philosophies and approaches to the City Manager position would include making sure that processes and procedures are optimized, making sure that there is collaboration amongst teams, and maintaining balance. He would prioritize clear communication of a project's timeline and goals throughout the given project's duration;
- Working in municipal government during the Covid-19 pandemic emphasized the importance of being capable of pivoting to keep the organization operating;
- He is attracted to public service out of a desire to use his skills, abilities, and assets to try and make a difference;
- The diversity of his experience demonstrates both his capacity and his suitability for the City Manager position;
- His family is important to him, and is enthusiastic about the prospect of moving to Birmingham;

- Although his PhD relates to the experiences of marginalized communities, knowing more about the resources necessary for a community to thrive can help inform his work in Birmingham;
- He did not anticipate that writing his dissertation would interfere with his work as a City Manager, stating that the research phase was the most difficult part and already complete;
- The budgets he has managed range from \$17 million to \$1.03 billion; and,
- He would hope to be in his next position for a minimum of eight years so his youngest child could complete high school. He hopes to complete his PhD and to continue to write and publish. If he were to retire in the future, he would hope to be in an adjunct role at a university.

The Mayor noted that Mr. Bell's name has been in the press, and asked if he would like to comment.

Mr. Bell stated that something being in print does not make it true. He said that while he would appreciate the opportunity to correct misinformation in the press, he believed choosing not to do so was an ethical matter. He said he chose to work in Muskegon Heights because the opportunity aligned with his PhD research and was close to where his wife grew up.

B. Interview Candidate Blaine Wing

In reply to Commissioner questions, Mr. Wing explained:

- His career has been in public service, largely in municipalities in Illinois and in Rochester, Michigan. In addition to his other graduate degrees, he was presently studying for a certificate in Diversity, Equity, and Inclusion from Northwestern University;
- To prepare for the interview he read the draft 2040 Plan, website, budgets, manager's reports, newsletters, looked at the 3D rendering of the City, and visited some of the shops in Birmingham;
- In the first ninety days of the position, he would set up regular communication with the Commission, publish a manager's report on Fridays, establish regular meetings with Staff and then schedule meetings with other related organizations such as the County. Within the first six months to a year he would focus on aligning the City's Planning with the 2040 Plan, continue the lead service abatement project, get the funding for pensions and healthcare completed, continue the capital improvement plans, and fill staffing positions;
- His last six positions were within a council-manager government format, has been a member of the International City/County Management Association (ICMA) since 2000, and was the President of the Assistant ICMA in 2009 and represented Illinois at the National Conference Committee in California in 2009;
- Staffing would likely be one of the greatest challenges in the position, which reflects a national trend;
- He would ensure department heads are meeting the Commission's goals by setting the titles in the budget appropriately and then having monthly meetings with those Staff members. He would maintain open communication with the department heads. He has used software in two of his previous positions to track department heads' progress towards goals;
- He introduced the idea of having local governments enter into a consortium for healthcare expenditures. He communicated that doing so would reduce insurance costs without reducing benefits. Some members joined, and while there was some resistance, the consortium was able to settle on a compromise position that still realized significant savings;
- He has had experience creating budgets, helped Rochester, MI maintain its triple A bond rating, and has worked extensively with requests for proposals, and service contracts;
- Libraries and Museums are very important, are instrumental in placemaking and play an important part in the community;
- One of his strengths is his adaptability and ability to communicate well with a variety of people in various contexts;

- His challenges include needing to volunteer a bit less so he has more family time and needing to remember to speak a bit less and listen more;
- In communicating about potentially difficult municipal events, he would activate an Emergency Command Center as appropriate, making sure individuals facing difficulties are taken care of, working with public safety, communicating with residents directly to collaborate and get needs met. He listens to individual issues, demonstrates empathy, and attempts to address each concern. He would also use the website and other digital communications to keep residents informed;
- His overall approach to City Management is to gather as much information as possible, regularly touch base throughout processes, ensure the processes are adhering to schedules, and also to trust Staff's expertise. For large projects he would bring in a Finance or Assistant Finance Director to make sure the financing is in order;
- During Covid-19 he drew from international, national, and local resources and guidance, and utilized his National Incident Management training. He created Staff pods early on to minimize in-person staffing and had options for virtual meetings and work from home set up in March 2020. He worked with non-profits to check on older residents and other under-resourced members of the community;
- He has a number of certifications in addition to his graduate degree as laid out in his resume;
- He enjoys working with technology and uses it to benefit the communities he works for;
- He did regular monthly meet-and-greets with the Rochester Older Persons Commission (OPC) to get to know the residents and answer questions. He promoted and participated in the various OPC programs, and saw working with the OPC as an important and strategic partnership; and,
- In order to perform recruitment, some of his techniques include: communicating through his career and professional networks, training middle management in their skill sets so they might be prepared to become department heads in the future, encouraging all Staff to pursue further education because of the benefits to the community, and partnering with local resources to create discounts for City Staff.

In reply to Mr. Wing, the Mayor stated that the federal funds granted for the lead line service abatement program should be sufficient to complete the lead line servicing in the community. The Commissioners provided a brief summary of the challenges they see presently facing the community, and summarized the characteristics they would like the next City Manager to have.

C. City Commission Discussion of Nomination of Three Candidates, distribution of Candidate Selection Forms, and Tally Count of Candidates Moving Forward

In reply to Commission questions, CM Markus and CA Kucharek advised the Commission that they had discretion to advance all three candidates, or fewer; that they should discuss the candidates' positive aspects; and that criminal background checks, credit background checks, and reference checks would be conducted.

Commissioner Baller stated that when the previous City Manager departed the City, one of the present candidates was one of the people that occurred to him as a possible candidate for the position at that time. He noted that a candidate's familiarity with Birmingham is an important consideration.

The Mayor noted that the results for Birmingham's City Manager search were similar to those conducted by search firms. She said she had been following municipal City Manager searches since Birmingham commenced its own search, and noted that Grand Haven, which used a search firm, had 43 replies, and Birmingham received 46 replies. She noted that other local City Manager searches ended up with some of the same finalists that Birmingham ended up with and even hired from the same group. She explained that City Manager searches are challenging presently, with some City Managers having retired during and after the Covid-19 pandemic. She noted that some municipalities use temporary staffing to fill the positions or

hire people without a City Management background. She said she felt fortunate to have a highly qualified internal candidate and two other qualified external candidates.

Mr. Host spoke about the importance of the public attending the upcoming meet-and-greet with the final candidates. He said he saw positive attributes in both Messrs. Bell and Wing.

MPT McLain said she favored all three candidates moving forward so that the public had an opportunity to interact with the candidates.

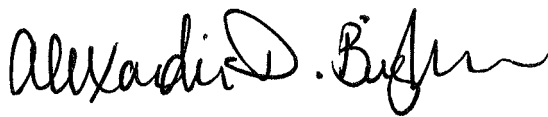
Commissioner Schafer said that all three candidates seemed well-qualified, and noted that Birmingham was fortunate to have one candidate that had demonstrated a long-term commitment to the community.

CC Bingham then tallied the Commission's votes on the candidates, stating that Mr. Bell had four votes, Ms. Ecker had seven votes, and Mr. Wing had five votes. Since all three candidates had at least four votes each, all three candidates were advanced to the next round.

<u>Candidate</u>	<u>Votes</u>
Bell	(4) Commissioner Haig, Commissioner Host, MPT McLain, Commissioner Schafer
Ecker	(7) Commissioner Baller, Commissioner Boutros, Commissioner Haig, Commissioner Host, Mayor Longe, MPT McLain, Commissioner Schafer
Wing	(5) Commissioner Boutros, Commissioner Haig, Commissioner Host, MPT McLain, Commissioner Schafer

XI. ADJOURN

Mayor Longe adjourned the meeting at 7:05 p.m.



Alexandria Bingham, City Clerk



Laura Eichenhorn, City Transcriptionist

Birmingham City Commission Special Meeting Minutes
City Manager Candidate Meet and Greet
February 15, 2023
Baldwin Public Library, 300 W. Merrill
7:00 P.M.

I. ATTENDANCE

City Commissioners who attended all or part of the event:

Mayor Longe
Mayor Pro Tem McLain
Commissioner Baller
Commissioner Boutros
Commissioner Host

City Commissioners Absent:

Commissioner Haig
Commissioner Schafer

Staff present for all or part of the event:

City Manager Markus, Assistant City Manager Fairbairn, City Clerk Bingham, Human Resources Manager Lambert, City Attorney Kucharek, Information Technology Manager Brunk, Library Director Craft, Finance Director Gerber, Building Official Johnson, Senior Planner Cowan, Department of Public Services Director Zielinski

II. PRESENTATION

- Opening Comments from Mayor Therese Longe
- Guidance from City Attorney Kucharek
- Introduction of Candidates from Human Resources Manager Lambert
- 5-minute introductions by each of the following City Manager Candidates
 - Troy Bell, former City Manager of Muskegon Heights, Michigan
 - Jana Ecker, Assistant City Manager of Birmingham, Michigan
 - Blaine Wing, Interim Village Manager of Sparta, Michigan

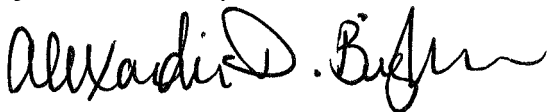
III. COMMUNITY ENGAGEMENT

Members of the public were invited to engage with the City Manager Candidates. City Commission members did not engage in interviews of the candidates, rather they enjoyed a social gathering.

Approximately 12 members of the public attended all or part of the Meet and Greet session.

IV. ADJOURN

Mayor Longe thanked the public and candidates for their participation. The Meet and Greet session adjourned at 8:30 p.m.



Alexandria Bingham, City Clerk