



# TROY CITY COUNCIL

## SPECIAL MEETING AGENDA

**APRIL 6, 2024**

CONVENING AT 9:00 A.M.

PERMITTED BY CITY COUNCIL RESOLUTION #2024-01-019

FOR THE PURPOSE OF:  
CITY MANAGER FINALIST CANDIDATE INTERVIEWS

Submitted By  
The City Manager

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**NOTICE:** Persons with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk at (248) 524-3316 or via e-mail at [clerk@troymi.gov](mailto:clerk@troymi.gov) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

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500 West Big Beaver  
Troy, MI 48084  
troymi.gov

The Honorable Mayor and City Council Members

City of Troy  
500 West Big Beaver  
Troy, MI 48084

Dear Mayor and City Council Members:

In this packet, you will find the agenda for the City Council meeting. To help facilitate an informed discussion, the packet provides you with agenda items and additional details. The packet also contains recommended courses of action for your consideration and seeks to aid you in adopting sound policy decisions for the City of Troy.

This comprehensive agenda has been put together through the collaborative efforts of management and staff members. We have made all attempts to obtain accurate supporting information. It is the result of many meetings and much deliberation, and I would like to thank the staff for their efforts.

If you need any further information, staff is always available to provide more information and answer questions that may arise. You can contact me at [CityManager@troymi.gov](mailto:CityManager@troymi.gov) or 248.524.3330 with questions.

Respectfully,

A handwritten signature in black ink, appearing to read "Mark F. Miller". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Mark F. Miller,  
City Manager



Chapter 14A – Elected and Appointed Persons’ Ethics Ordinance  
Section 14.3 Annual Training and Acknowledgement

We, the undersigned Members of Troy City Council, have reviewed *Chapter 14A – Elected and Appointed Persons’ Ethics Ordinance*, understand its contents, and agree to be bound by its provisions.


Signed this 4<sup>th</sup> day of December, 2023.

  
\_\_\_\_\_  
Mayor Ethan Baker


  
\_\_\_\_\_  
Council Member Theresa Brooks

  
\_\_\_\_\_  
Council Member Hirak Chanda

  
\_\_\_\_\_  
Council Member David Hamilton

  
\_\_\_\_\_  
Council Member Rebecca Chamberlain-Creanga

  
\_\_\_\_\_  
Council Member Mark Gunn

  
\_\_\_\_\_  
Mayor Pro Tem Ellen Hodorek



# SPECIAL CITY COUNCIL AGENDA

April 6, 2024 – 9:00 AM

City Council Boardroom  
 500 W. Big Beaver Rd.  
 Troy, MI 48084  
 (248) 524-3316

View the Meeting Live at: [www.troymi.gov/webcast](http://www.troymi.gov/webcast)  
 or on Local Access Cable Channels  
 (WOW – Ch 10, Comcast – Ch 17, AT&T – Ch 99)

**A. CALL TO ORDER: 1**

**B. ROLL CALL: 1**

**C. PUBLIC COMMENT: 1**

**D. BUSINESS STATED IN THE SPECIAL MEETING NOTICE: 1**

D-1 City Manager Finalist Candidate Interviews 1

**E. OTHER BUSINESS: 1**

**F. ADJOURNMENT: 2**

**2024 SCHEDULED SPECIAL CITY COUNCIL MEETINGS: 2**

April 8, 2024 City Council Orientation ..... 2  
 April 15, 2024 Special Budget Study Meeting..... 2  
 April 17, 2024 Special Budget Study Meeting (as needed)..... 2

**2024 SCHEDULED REGULAR CITY COUNCIL MEETINGS: 2**

April 8, 2024 Regular Meeting ..... 2  
 April 29, 2024 Regular Meeting ..... 2  
 May 13, 2024 Regular Meeting..... 2  
 May 20, 2024 Regular Meeting..... 2  
 June 10, 2024 Regular Meeting..... 2  
 June 24, 2024 Regular Meeting..... 2  
 July 8, 2024 Regular Meeting ..... 2  
 July 22, 2024 Regular Meeting ..... 2  
 August 12, 2024 Regular Meeting ..... 2  
 August 26, 2024 Regular Meeting ..... 2  
 September 16, 2024 Regular Meeting ..... 2  
 September 30, 2024 Regular Meeting ..... 2

October 14, 2024	Regular Meeting	2
October 28, 2024	Regular Meeting	2
November 11, 2024	Regular Meeting	2
November 25, 2024	Regular Meeting	2
December 9, 2024	Regular Meeting	2
December 16, 2024	Regular Meeting	2

**A. CALL TO ORDER:**

**B. ROLL CALL:**

- a) Mayor Ethan Baker  
Theresa Brooks  
Rebecca A. Chamberlain-Creanga  
Hirak Chanda  
Mark Gunn  
David Hamilton  
Ellen Hodorek

(b) Absent Council Members:

Suggested Resolution

Resolution #2024-04-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **EXCUSES** the absence of \_\_\_\_\_ at the Special City Council Meeting of April 6, 2024, due to \_\_\_\_\_.

Yes:

No:

**C. PUBLIC COMMENT:**

**D. BUSINESS STATED IN THE SPECIAL MEETING NOTICE:**

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**D-1 City Manager Finalist Candidate Interviews**

*The order of interviews will be determined by the flip of a coin prior to the first interview time.*

- Kurt Bovensiep
- Robert J. Bruner

**E. OTHER BUSINESS:**

**F. ADJOURNMENT:**

Respectfully submitted,



Mark F. Miller  
City Manager

**2024 SCHEDULED SPECIAL CITY COUNCIL MEETINGS:**

- April 8, 2024 ..... City Council Orientation
- April 15, 2024 ..... Special Budget Study Meeting
- April 17, 2024 ..... Special Budget Study Meeting (as needed)

**2024 SCHEDULED REGULAR CITY COUNCIL MEETINGS:**

- April 8, 2024 ..... Regular Meeting
- April 29, 2024 ..... Regular Meeting
- May 13, 2024 ..... Regular Meeting
- May 20, 2024 ..... Regular Meeting
- June 10, 2024 ..... Regular Meeting
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- December 9, 2024 ..... Regular Meeting
- December 16, 2024 ..... Regular Meeting



April 2, 2024

TO: Honorable Mayor and City Council

RE: City Manager – Interviews

Thank you for the opportunity to assist the City of Troy in the recruitment and selection process for the position of City Manager. I look forward to the public interviews of the two internal candidates scheduled for 9:00 am, Saturday, April 6, 2024 at Troy City Hall. Please find enclosed information for the two candidates. Once it is finalized, a separate document of interview questions will be provided to City Council. I will also bring hard copies of the candidate information and the interview questions with me to the meeting.

During the April 6 public meeting, City Council will interview both candidates. The interview order will be determined by coin flip with the candidates before the first interview. At the conclusion of the interviews, it is expected that City Council will close the meeting, without commenting on the candidates. It is expected that City Council will discuss the candidates and identify its preferred candidate during the Monday, April 8, 2024 regularly scheduled City Council meeting.

As you are aware, public comment regarding the candidates is being received via survey. The survey will close at noon on April 8. After that time, I will prepare a report of the comments and email it to City Council in advance of its 7:30 pm meeting.

If you have any questions or if I can provide any additional information, please let me know.

I look forward to meeting with you soon!

Sincerely,



Jaymes Vettraino  
Vice President  
GovHR USA, LLC

# Kurt Bovensiep

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## Contact Information

Address:

Cell:

Email:

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## Education

- Bachelor of Science - Business  
University of Phoenix, Phoenix, Arizona
- Associate of Science – Criminal Justice/Law  
Oakland Community College, Oakland County, Michigan

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## Work History

<b>2000 to Present</b>	<u>City of Troy, Michigan (population 86,800)</u>
<b>2016 to Present</b>	Public Works Director
<b>2011 to 2016</b>	Public Works Manager
<b>2007 to 2011</b>	Parks and Recreation Division Supervisor
<b>2000 to 2007</b>	General Laborer and Arborist

# KURT BOVENSIEP

CITY OF TROY PUBLIC WORKS DIRECTOR

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DEAR TROY MAYOR AND CITY COUNCIL MEMBERS,

I am writing to express my strong interest in the City Manager position within the City of Troy — a city I have proudly served with dedication for the past 24 years. Not only was I raised in Troy, I am a second generation employee with deep roots in the community. I bring a wealth of experience and a strong connection with residents who know me and recognize my unwavering commitment.

Growing up in Troy has provided me with a unique perspective, blending a profound understanding of its history, values, and aspirations with 24 years of hands-on experience in various roles within the city. My active engagement in local initiatives reflects my family's long-standing tradition of contribution to Troy's residents and businesses. The example of my grandmother, who worked in the Troy School District, my father with nearly 40 years as a volunteer and career firefighter, a mother who worked for the Troy School District, and a spouse involved in the Avondale School District, instilled in me a commitment to public service and guides me in building meaningful relationships within the community.

Throughout my career, I've showcased effective leadership in budget management, community-sourced initiatives, sustainable practices, and valuable community partnerships. I take pride in leading and fostering a positive workplace culture, underpinned by strong communication skills which enable collaboration and allow my team to proactively address the community's needs. My robust community engagement facilitates open dialogue within and outside my organization, involving residents in decision-making processes. Most importantly, I uphold high ethical standards in all aspects of my professional life. Integrity and accountability are core principles that guide my decisions and actions, resulting in transparency and trust.

My dedication to the City of Troy transcends professional obligation; it's a personal investment in the community that ignited my passion for public service. As I look to the future, I am excited about contributing many more years to the City of Troy in a new leadership role, leveraging my demonstrated leadership skills at a higher level. My commitment to Troy is unwavering. I am eager to continue to serve and lead initiatives that redefine the quality of life for residents and businesses.

Thank you for considering my application. I am not only excited but inspired by the opportunity to contribute to the continued success of the City of Troy as its next City Manager.

SINCERELY,



KURT BOVENSIEP

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# KURT BOVENSIEP

CITY OF TROY PUBLIC WORKS DIRECTOR

## CONTACT



## EDUCATION

University of Phoenix

**Bachelor of Science in Business**

Major in Public Administration, 2012

Oakland Community College

**Associates in Criminal Justice/Law**

Concentration in Psychology and Sociology, 2006

Central Michigan University

**Michigan Public Service Institute**

2013

FEMA

**Emergency Management Institute**

IS-100, IS-200, IS-700, IS-800, IS-2200, Winter Weather Hazards

## PROFESSIONAL AFFILIATIONS

Vice Chair

**SOCRRA**

Vice Chair

**City of Troy Employee Retirement System**

Executive Committee Member

**Troy Family Daze**

Member

**City of Troy Water System Advisory Council**

Member

**Troy Police and Fire Benevolent Fund Board**

## WORK EXPERIENCE

### Public Works Director

City of Troy

2016-Present

Manage all divisions and operations of the Department of Public Works including Water, Sewer, Streets, Drains, Refuse, Recycling, Fleet Maintenance, Parks, Transportation, and Facilities.

- Direct and oversee the operations of 149 union and non-union budgeted positions plus multiple department contractors, all of whom are responsible for the day-to-day tasks of the department as well as multi-year capital projects.
- Prepare and manage Department budgets totaling over \$134 million. Ensure fiscal responsibility through budgetary reviews, diligent monitoring, and ongoing expenditure approvals with added oversight of budget variances throughout the fiscal year.
  - Funding includes Internal Service Funds, Dedicated Millage, State Revenue, Enterprise Funds, Capital Fund, General Fund, and State and Federal grants
- Usher innovative programs and projects including:
  - Troy Trails and Pathways, a community sourced initiative;
  - First public dog park, financed through crowd-funding and a planned unit development (PUD) partnership;
  - Quality of life enhancements including Stine Community Park pavilion and ice-skating ribbon and Sylvan Glen Lake Park.
- Foster strong partnerships with various city leaders and teams, serving as a key liaison to promote cross-functional collaboration and seamless coordination for shared municipal goals.
- Actively engage with the community through public meetings, forums, and outreach initiatives to address concerns, gather feedback, and enhance overall public satisfaction with City services.

### Public Works Manager

City of Troy

2011-2016

Managed the Parks Division and Streets and Drain Division at the administrative level.

- Managed and proposed division budgets, employee trainings, special department projects, and forecast future needs
- Oversaw the annual roads budget of over \$10 million

### Parks and Recreation Division Supervisor

City of Troy

2007-2011

Managed the Parks Division front line staff.

- Provided maintenance in all 13 parks for organized sports and passive recreation
- Provided maintenance to all municipal grounds and urban forest

### General Laborer and Arborist

City of Troy

2000-2007

- Performed arboriculture and horticulture front line tasks

# Robert J. Bruner

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## Contact Information

Address:

Cell:

Email:

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## Education

- Master of Public Administration  
Wayne State University, Detroit, Michigan
- Bachelor of Arts – Political Science, Economics and Management  
Albion College, Albion, Michigan

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## Work History

**2019 to Present**

City of Troy, Michigan (population 86,800)

Deputy City Manager

**2014 to 2019**

Michigan Municipal Services Authority

Chief Executive Officer

**4/2014 to 8/2014**

City of Mount Clemens, Michigan (population 16,000)

Interim City Manager

**2011 to 2014**

City of Birmingham, Michigan (population 20,000)

City Manager

**2007 to 2011**

City of Ferndale, Michigan (population 20,000)

City Manager

**2004 to 2007**

City of Ypsilanti, Michigan (population 19,500)

Assistant City Manager

**2001 to 2004**

City of Oak Park, Michigan (population 30,000)

Assistant to the City Manager

**ROBERT J. BRUNER**  
**ICMA Credentialed Manager**

<https://www.linkedin.com/in/robert-j-bruner/>

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February 18, 2024

Jaymes Vettraino, Vice President  
GovHR USA

RE: Troy, MI - City Manager position

Dear Mr. Vettraino,

I am writing to express my interest in the City Manager position. My unique combination of past city manager experience and recent experience in Troy has prepared me well to be Troy's next City Manager. This includes more than 22 years of public service with more than seventeen years in city management, including:

- 7+ years as city manager of three cities
- 7+ years as assistant or deputy city manager of two cities

The table below includes challenges, opportunities, personal traits, and experience from the recruitment brochure and examples of my relevant experience.

<b>Municipal Facilities</b>	<ul style="list-style-type: none"><li>• Led a City Hall interior renovation and reorganization project in Ferndale to allow City staff to serve the community more effectively and efficiently.</li><li>• Worked with the Ferndale Library Board on renovating and expanding the Ferndale Public Library.</li><li>• Worked with the Baldwin Public Library in Birmingham to develop a long-term vision of the building, leading to a three-phase renovation plan.</li></ul>
<b>Public Safety Services</b>	<ul style="list-style-type: none"><li>• Led the consolidation of Birmingham's and Beverly Hills' Public Safety Answering Point (PSAP), saving both communities between 30% and 40% annually.</li><li>• Worked with the City Council and staff to replace Troy's volunteer firefighter incentive program.</li><li>• Currently working with Fitch &amp; Associates and the Troy Fire Department to evaluate emergency medical services (EMS).</li></ul>
<b>Communication</b>	<ul style="list-style-type: none"><li>• Consistently and proactively communicated with the Ferndale community through various channels, including as a contributor to Ferndale Friends newspaper.</li><li>• Created Birmingham's first full-time communications position.</li></ul>
<b>Retention and Recruitment</b>	<ul style="list-style-type: none"><li>• Authored the attached 2018 Township Focus magazine cover story, <i>Surviving the 'Silver Tsunami.'</i></li></ul>
<b>Sustainability</b>	<ul style="list-style-type: none"><li>• Worked with the Ferndale City Council to establish the Environmental Impact Commission in 2007. Renamed Environmental Sustainability Commission, extended its term and increased membership in 2011.</li></ul>

<p><b>Strategic Planning</b></p>	<ul style="list-style-type: none"> <li>• Coordinated a long-standing strategic planning process in Ypsilanti.</li> <li>• Initiated Ferndale’s first strategic planning process and used a resident satisfaction survey and priority-based budgeting to link strategic planning and performance measurement.</li> <li>• Conducted a resident satisfaction survey and modified Troy’s strategic planning process in 2021.</li> </ul>
<p><b>Economic Development</b></p>	<ul style="list-style-type: none"> <li>• Helped a digital marketing company based in San Diego open a new office in Ferndale by working with the City Council to provide personal property tax abatements and with the Michigan Economic Growth Authority (MEGA) to give a \$3 million state income tax credit.</li> <li>• Led Ferndale’s effort to complete the Redevelopment Ready Communities® (RRC) program, a certification program supporting community revitalization and attracting and retaining businesses, entrepreneurs, and workers.</li> </ul>
<p><b>Revenue Enhancement</b></p>	<ul style="list-style-type: none"> <li>• Lead community engagement initiatives resulting in the following:             <ul style="list-style-type: none"> <li>• May 3, 2011: Ferndale voters increased the general millage rate by nearly 38%.</li> <li>• August 5, 2014: Mount Clemens voters increased the general millage rate by nearly 46%.</li> <li>• November 3, 2020: Troy voters increased the library millage rate by nearly 62%.</li> </ul> </li> </ul>

Troy city government is much different today than when I joined in 2019. I am excited to work with the Mayor and City Council members to continue the progress without losing momentum. I want the City Council to understand my approach to city management. Specifically, I want to share how I will proactively engage with elected officials, employees, residents, and other community members.

**Elected Officials:** I will call the Mayor and each City Council member weekly. I will invite each council member to a monthly one-on-one meeting. This worked well for me in the past and is essential to successful council-manager relations.

**Employees:** I will regularly host meetings with employees at each City facility. These “Breakfast with Bob” meetings have helped me build relationships in the past. I will also spend time with individual employees and teams in the field. For example, I will ride with the Police Department, plow snow with Public Works, etc. This will require a significant investment of time, but I believe it is essential for the next City Manager to be approachable and engaged with employees.

I am uniquely qualified to be Troy’s next City Manager, and I appreciate your consideration.

Sincerely,

Robert J. Bruner

**ROBERT J. BRUNER**  
**ICMA Credentialed Manager**

<https://www.linkedin.com/in/robert-j-bruner/>

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**LOCAL GOVERNMENT EXECUTIVE**

- An experienced local government executive committed to proactive communication, innovation, and best practices in leadership and management.
- An ICMA Credentialed Manager dedicated to the highest standards of integrity and committed to lifelong learning and professional development.
- A team-oriented public servant with experience in public safety management, employee engagement, strategic planning, economic development, and revenue enhancement.
- An approachable leader who proactively engages with elected officials, employees, and community members.

**PROFESSIONAL EXPERIENCE**

**Deputy City Manager: City of Troy, Michigan** **06/2019 – Present**  
*Troy is a city of 34.3 square miles with a population of approximately 87,000 in Oakland County.*

Duties & Responsibilities

- Deputy chief administrative officer of the city government responsible to the City Manager for efficiently administrating assigned departments; Performs the Manager's duties in his absence.

Key Contributions

- Developed and executed the library millage community engagement plan in 2020. Voters increased the library millage by nearly 62% on November 3, 2020.
- Worked with the City Council and staff to replace the volunteer firefighter incentive program and preserve the Fire Department's unique combination of full-time staff and volunteer members.

**Chief Executive Officer: Michigan Municipal Services Authority** **08/2014 – 06/2019**  
*The Authority is a public body created in 2012 through an Interlocal Agreement between Grand Rapids and Livonia. Its purpose is to engage in cooperative activities with local governments.*

Duties & Responsibilities

- Chief Executive Officer of the Authority responsible to the Executive Committee for the administration of all programs, funds, personnel, contracts, and all other functions of the Authority.
- Administrator of the Local Community Stabilization Authority and responsible to the Authority Council for administrating the METRO Act, Act 48 of 2002, and the LCSA Act, Act 86 of 2014.

Key Contributions

- Secured a \$5 million grant from the Michigan Department of Treasury to help establish the Authority's Financial Management Services (FMS) Program.
- Distributed local community stabilization share (LCSS) revenue to local government units throughout Michigan under the LCSA Act. Collected annual maintenance fees for use of public rights-of-ways from telecommunications providers and distributed the fees to cities, villages, and townships throughout Michigan under the METRO Act.



**Interim City Manager: City of Mount Clemens, Michigan**

**04/2014 – 08/2014**

*Mt. Clemens is a city of 4.2 square miles with a population of approximately 16,000 in Macomb County.*

Duties & Responsibilities

- Chief administrative officer of the city government and responsible to the City Commission for the administration of all departments, including Assessing, City Clerk, Community Development, Dial-a-Ride (public transportation), Finance, Fire, Human Resources, Public Services, Purchasing, Treasury, and Utilities (water and sewer).

Key Contributions

- Prepared the City's first Long Term Financial Plan (LTFP) and initiated community engagement. Voters increased the general millage by nearly 46% on August 5, 2014.

**City Manager: City of Birmingham, Michigan**

**02/2011 – 02/2014**

*Birmingham is a city of 4.8 square miles with a population of approximately 20,000 and two AAA bond ratings (Fitch Ratings and Moody's) in Oakland County.*

Duties & Responsibilities

- Chief administrative officer of the city government and responsible to the City Commission for the administration of all departments, including Building, City Attorney, City Clerk, Engineering, Finance, Fire, Historical Museum, Human Resources, Information Technology, Planning, Police, and Public Services.

Key Contributions

- Consolidated a neighboring community's Public Safety Answering Point (PSAP) with the City's, saving both communities between 30% and 40% annually.
- Worked with City staff, community members, and consultants to develop a Multi-Modal Transportation Plan for the City to improve safety for pedestrians, bicyclists, motorists, and transit riders of all ages and abilities.

**City Manager: City of Ferndale, Michigan**

**02/2007 – 02/2011**

*Ferndale is a city of 3.9 square miles with a population of approximately 20,000 in Oakland County.*

Duties & Responsibilities

- Chief administrative officer of the city government and responsible to the City Commission for the administration of all departments, including Assessing, Treasury, City Attorney, City Clerk, Community Development, Finance, Fire, Police, Public Works, and Recreation.

Key Contributions

- Led the City to complete the Redevelopment Ready Communities® (RRC) program, a certification program supporting community revitalization and attracting and retaining businesses, entrepreneurs, and workers.
- Prepared the City's first Long Term Financial Plan (LTFP) and initiated a public education campaign regarding City finances consistent with the Michigan Campaign Finance Act. Voters subsequently approved a Headlee Override on May 3, 2011.

**Assistant City Manager: City of Ypsilanti, Michigan** **08/2004 – 02/2007**  
*Ypsilanti is a city of 4.5 square miles with a population of approximately 20,000 in Washtenaw County.*

Duties & Responsibilities

- Assistant chief administrative officer and human resources director of a full-service government with more than 100 Full-Time Equivalent employees; Performed the Manager's duties in his absence.

Key Contributions

- Prepared the City's first multi-year budget and coordinated town hall meetings to solicit public input on recommendations that the City's Blue Ribbon Committee on City Finances prepared.
- Established an information technology partnership with Washtenaw County government that won Government Technology's 2006 Michigan Excellence Award for best IT collaboration.

**Assistant to the City Manager: City of Oak Park, Michigan** **10/2001 – 08/2004**  
*Oak Park is a city of 5.5 square miles with a population of approximately 30,000 in Oakland County.*

Duties & Responsibilities

- Worked under the direction of the City Manager and served as a member of the Executive Team.

Key Contributions

- Employee engagement.
- Implemented a web-based citizen relationship management (CRM) system that helped reduce response time while service requests increased.

## EDUCATION

**Eastern Michigan University**, Ypsilanti, MI 48197 | Phone: (734) 487-1849

- *Graduate Certificate in Local Government Management*

**Wayne State University**, Detroit, MI 48202 | Phone: (313) 577-2424 or (877) WSU-INFO

- *Graduate Certificate in Economic Development*
- *Master of Public Administration (MPA) with concentrations in Economic Development Policy and Administration and Urban Policy and Management, May 2004*

**Albion College**, Albion, MI 49224-1887 | Phone: (517) 629-1000

- *Bachelor of Arts with majors in Political Science, and Economics & Management*

## OTHER PROFESSIONAL EXPERIENCE

**Part-time Faculty: Wayne State University Department of Political Science** **09/2013 – Present**

- Political Science 7375: Professional Development Seminar in Administrative Ethics
- Political Science 7250: Seminar in Urban Administration
- Political Science 7330: Public Budgeting and Finance