

**MARK WOLLENWEBER**  
20025 Mack Plaza Drive  
Grosse Pointe Woods, MI 48236  
313.343.2450 Office  
313.304.2842 Cell  
313.343.2658 Fax

**Professional Management Experience**

Grosse Pointe Woods, Michigan - City Administrator, 2004 - Present  
St. Clair Shores, Michigan - City Manager, 1990 - 2004  
Huntington Woods, Michigan - City Manager, 1978 - 1990  
Plymouth, Michigan - Assistant City Manager, 1976 - 1978  
Westland, Michigan - Assistant to Mayor, 1974 - 1976  
Michigan Municipal League - Staff Assistant, 1971 - 1974  
Detroit, Michigan - City Council Urban Corps Intern, 1970

**International City/County Management Association**

Midwest Vice President, 1999 - 2002  
Data and Information Services Committee Chairperson, 1986  
Data and Information Services Committee, 1984 - 1986  
Telecommunications Committee, 1982  
Conference Planning Committee, 1982, 1996  
Conference Evaluation Committee, 1982, 1993, 1994

**Michigan Local Government Management Association**

Transition Committee Chairperson, 1993 - Present  
Nominating Committee Chairperson, 1991 - 1992, 2002  
Ethics Committee Chairperson, 1991 - 1994  
State Associations President 1989 - 1990  
Conference Planning Committee Chairperson, 1988  
State Training Committee Chairperson, 1986 - 1987  
Executive Board Member, 1984 - 1985

**Other Professional Affiliations**

ICMA-CM, Credentialed Manager designation in initial group so granted, 2002 - present  
Michigan Suburbs Alliance, 2002 - present  
American Institute of Certified Planners, 2001 - present  
Southeast Michigan Council of Governments (SEMCOG) Environmental Policy Advisory Council, 1998 - Present

**Education**

Master of Arts in Urban Affairs - **University of Detroit Mercy** - 1972  
Bachelor of Arts - **University of Detroit Mercy** - 1970  
State and Local Government Program for Senior Executives - **Harvard University - JFK School** - 1994 (Taubman Fellowship Awarded by SEMCOG)

**Awards**

Michigan Municipal League Special Award of Merit, 1991  
Detroit Metro Chapter of American Society of Public Administration, **City Manager of the Year, 1982**  
Served on South Oakland Hospital Authority Board - Beaumont Hospital, 1979 - 1990

**Mark Wollenweber, AICP**  
ICMA Credentialed Manager

22430 Lakeland  
St. Clair Shores MI 48081  
● 586.774.5363 Home  
● 313.304.2842 Cell  
● 313.343.2450 Office

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**Objective:** To provide high quality leadership through experience, education, and continued involvement in all aspects of a challenging public sector environment.

**Experience Summary:**

City Administrator	City of Grosse Pointe Woods	2004 to Present
City Manager	City of St. Clair Shores	1990 to 2004
City Manager	City of Huntington Woods	1978 to 1990
Assistant City Manager/ Administrative Assistant	City of Plymouth	1976 to 1978
Administrative Assistant to Mayor	City of Westland	1974 to 1976
Staff & Editorial Assistant	Michigan Municipal League	1971 to 1974
Graduate Teaching & Research Fellow	University of Detroit	1970 to 1971

**Highlights of Recent Experience:**

City Administrator, City of Grosse Pointe Woods

- Administrator of well established upper income suburban residential community with approximately 17,000 residents. The City encompasses 3.28 sq. miles, has 57 miles of roads and one large waterfront park. The City's 2006 taxable role is over \$860 million with a total budget for all funds of over \$33 million.
- Successfully negotiated development protection for City from County Ordinance changes, resulting in lieu of tax payment from St. John Hospital of \$600,000. Involved with major developments and enhancements; Flagstar Bank - \$100,000, New Library Branch - \$500,000, and Sunrise Senior Housing - \$500,000. Adjusted employee benefits resulting in savings of nearly \$150,000 annually. Modified staffing in Clerk's Department, resulting in \$45,000 net annual savings. Implemented new fees for ambulance service, adding \$150,000 annually to budget. Helped secure donations for historical Cook School of nearly \$70,000. Renovated City pool and acquired Aqua Climb for entire summer to test usage. Oversaw Finance Department activities in absence of Comptroller/Treasurer. Integral part of union negotiations, including move to modified health coverage.
- Helped secure a \$68,000 rebate from GP Clinton Refuse Disposal Authority. Moved Federal funds up one year, value of \$1.8 million, for Vernier Road. Acquired TIP funding for community, first time in nearly 30 years. Received Safety grant for Mack Avenue. Secured grant from St. John Hospital for 12 AED units, valued at \$22,000. Obtained Safety grants for streetlights at Marter Road and at Vernier Road. Awarded Governor's Local Jobs Today grant for Mack Avenue construction.

**Highlights of Recent Experience:**City Manager, City of St. Clair Shores

- ◆ Manager of established suburban residential waterfront community of just over 63,000 residents. City is approximately 11.6 square miles, 6.5 miles of Lake St. Clair shoreline and 14 miles of canals. The City has 186 miles of streets and maintains three waterfront parks. Total budget of all funds was approximately \$75 million (2004) with over 288 full-time employees.
- ◆ Secured \$5.3 million dollar boat harbor & park project.  
Reorganized & consolidated senior financial staff; resulted in improved moral, restored communication and developed educational improvement programs.  
Revised capital improvement plan and refined Motor pool funding.  
Implemented computer replacement program.  
Developed community information program including newsletter and other type communications to the public  
Responsible for library recertification by rescheduling staff to open additional hours.  
Supported successful staff grant proposal resulting in fund for three Library additions - expanded study areas, local history room, & restaurant/ coffee shop.  
Consolidated health care coverage programs to save over \$250,000 year.  
Reorganized labor negotiations & hiring procedures savings of over \$50,000/year.  
Developed \$32,000,000 improvement program for Milk River and drainage system.  
Coordinated review of Fees, which resulted in implementation of new fees (i.e., false alarm fee, reimbursement for OUIL costs, and hazardous waste spills).  
Voter approved millages: local street repair 1 mill; subsidize water/sewer rates 1 mill; Police & Fire 1.6 mills; Citywide sewer upgrades/repair 2 mills.  
Rebuilt City Hall, renovated 2 of 3 fire stations and entire DPW complex.  
Built "Splash Zone" and new bathhouse with cash reserve and park restrooms.  
Responsible for \$70,000,000 sewer upgrade program to meet water quality.  
Coordinated \$8,000,000 PCB canal clean up with MDEQ and EPA.  
Coordinated policy for billboard & cell tower rental fee used solely for recreation.  
Worked closely with Citizen Improvement Committee to identify and clean up blight.  
Cut staffing from 323 full time employees to 288 with little impact on services.
- ◆ Secured additional recreational grants with local share paid by non-city sports fund.  
Group pledged over \$200,000, which generated over \$2,200,000 in state grants.  
Secured contractor donations for park playground equipment exceeding \$75,000.  
\$2.6 million grants for expansion of the Jefferson Streetscape.  
Federal and state road fund grants for Little Mack, several portions of Jefferson, 11 Mile, 12 Mile, Greater Mack, 1.5 miles of freeway sound walls; one half mile to be constructed during 2005 plus one mile for 05/06.  
Nautical Mile Streetscape  
Harper Avenue Study  
Participated in grant funded Harper Revitalization Study to help fill vacant stores.  
Worked with businesses and property owners to design fund and build the Jefferson Streetscape project in the Secured FEMA Grant for 38 storm water pump stations to replace manually operated temporary pumps.  
Nautical Mile TIFA District. Bonded for \$6,000,000 in public improvements resulted in increased tax base of over \$24,000,000 in new or expanded private facilities.  
Tested catch basin inserts as part of a CMI state grant supplemented by both EPA and National Sanitation Foundation monies.

**Highlights of Recent Experience:**City Manager, City of Huntington Woods

- ◆ Manager of established middle to upper income metropolitan area community of 7,000 with 51 fulltime employees; a community well known for innovative local government such as a fully integrated Public Safety Department.
- ◆ Responsible for budgetary and charter changes resulting in improved cash flow and substantially higher investment income and reduced operating costs.  
Steadily increased services and programs for three years with no tax increase.  
Supervised electronic phone and data processing conversion including System 34, PCs and City owned lines and equipment.  
Planned infrastructure improvements beginning with ballot campaign for total local road paving, approved 3 to 1 by voters.  
Implemented entire electronic, remote meter conversion and budget program. As chairperson of 11 City cable authorities, developed bid process for selection of company, negotiated contract and amendment two years later. Oversaw system construction and contract compliance. Responsible for labor negotiations resulting in first settlement with Public Safety Officers without arbitration, implemented pavement management system, equipment and capital facilities budgets, the establishment of job descriptions, pay plan and new personnel rules for non-union employees.  
Ongoing revision of an insurance program resulting in a 40% premium reduction and in several cases, enhanced benefits.  
Developed monthly employee training program using cable system.
- ◆ Secured substantial increases in City grants including energy usage, personnel training, tree inventory, traffic safety equipment, senior transportation, summer concert series, and stained glass windows for Library and redevelopment of the Central Plaza area.

**Education:**

Master of Arts in Urban Affairs

University of Detroit Mercy; *graduate teaching & research fellowship*

Bachelor of Administration in Urban Studies

University of Detroit Mercy; *magna cum laude*

Pacific Institute – Investment in Excellence

Central Michigan University Institute for Public Administration

Harvard University – John F Kennedy State and Local Government

Program for Senior Executives

*Taubman Fellowship Awarded by SEMCOG*

American Institute of Certified Planners (AICP)

Member 2001-Present

International City Managers Association Credentialed Manager

2002-Present

University of Virginia – Senior Executive Institute Weldon Cooper

Center for Public Service

**Membership & Affiliations:**International City/County Management Association

Midwest Vice President, 1999 - 2002

Data and Information Services Committee Chairperson, 1986

Data and Information Services Committee, 1984 - 1986

Telecommunications Committee, 1982

Conference Planning Committee, 1982, 1996

Conference Evaluation Committee, 1982, 1993, 1994

Michigan Local Government Management Association

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Ethics Committee Chairperson, 1991 - 1994

State Association President 1989 - 1990

Conference Planning Committee Chairperson, 1988

State Training Committee Chairperson, 1986 - 1987

Executive Board Member, 1984 - 1985

**Other Professional Affiliations and Awards:**

- ◆ Grosse Pointe Chamber of Commerce – Board Member, 2007 – present
- ◆ Detroit Area Agency on Aging – Board Member, 2006 – present
- ◆ The Library Network (TLN), 2005-Present
- ◆ Michigan Suburbs Alliance – Board Member, 2002 - present
- ◆ Southeast Michigan Council of Governments (SEMCOG) Environmental Policy Advisory Council, 1998 – Present
- ◆ Michigan Municipal League Special Award of Merit, 1991
- ◆ Detroit Metro Chapter of American Society of Public Administration (ASPA)
- ◆ Suburban Library, 1991-2005
- ◆ **City Manager of the Year, 1982**