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ADAM KLINE

Adam T. Kline

Professional Profile

Objective

Provide accurate portrayal of work experience and education in effort to better familiarize The City of Buchanan with my skill sets, experience, and education as it pertains to the City Manager position.

Skills Summary

- Organizational Operations
- Municipal Planning
- Major Projects
- Equipment acquisition
- Budgeting
- Union/Management Negotiations
- Personnel coordinator
- Benefits Coordinator
- Grant Preparation
- Community initiatives
- Board of Trustee liaison

Professional Experience

October 2023 – Present

Independence Township Parks, Recreation, & Seniors Director

- Plans, organizes, directs, and evaluates the work of assigned staff, establishes performance requirements and personal development targets; addresses performance deficiencies in accordance with Township personnel rules and policies; recruits, interviews, and recommends for hiring staff members.
- Manages and directs the development, implementation and evaluation of programs, events, classes, leagues, and activities; prepares Master Plan for same, including purpose and goals, as well as long-range planning. Achieves annual goals and objectives.
- Prepares the annual budget for the Parks, Recreation & Seniors. Details sources of revenue, projected expenditures, purchases and potential new programs. Monitors budget to actual data monthly. Develops long-range budgets for three-year projections.
- Develops grants and fund-raising projects to supplement program revenues and to increase potential programs, activities, classes, and special events.

June 2019 – October 2023

Oakland Township Manager

- Oversee and direct all departments at the Charter Township of Oakland
 - Facilitates communication with/between all Trustees.
 - Tracks the progress, relevant timelines, necessary actions, and eventual completion of the Township's projects and initiatives by submitting a monthly report and milestone calendar to the Board of Trustees.
 - Assists in administration, enforcement and execution of Board policies and resolutions.
 - Works with financial officer to prepare, review, and monitor all financial budgets.
 - Supervises, evaluates, aid and advises in all interdepartmental matters involving Oakland Township
 - Works with multiple contracted entities on major projects within Oakland Township

November 2016 – June 2019

Lansing Township Chief of Police

- Direct all activities of the police department.

December 1987 – November 2016

White Lake Township Chief of Police 2014-2016

- Direct all activities of the police department.
- Lieutenant/Commander Patrol/Investigative Division 2010-2014
- Patrol Sergeant 2005-2010
- Detective 1994-2005
- Patrol Officer 1987-1994

January 1984 – January 1987

U.S. Army

- Aerial Observer/OH-58 Helicopter Mechanic

August 2003 – Present

Village of Goodrich

- Planning Commissioner

Education

- SAGINAW VALLEY STATE UNIVERSITY – University Center, Michigan
Certified Public Manager program, 2020
- CENTRAL MICHIGAN UNIVERSITY – Mt. Pleasant, Michigan
BS-Community Development/Public Administration
- FBI NATIONAL ACADEMY – Quantico, Virginia
Graduate Certificate – University of Virginia, 2012
- NORTHWESTERN UNIVERSITY – Evanston, Illinois
Police Staff and Command, 2006