

Bill No. 3725-08

APPOINTMENT

Approving the appointment of Mark Jones to serve as a member to the following Authorities: Allegheny County Industrial Development Authority, Allegheny County Hospital Development Authority, Allegheny Higher Education Building Authority and the Residential Finance Authority for a term to expire on December 31, 2012.

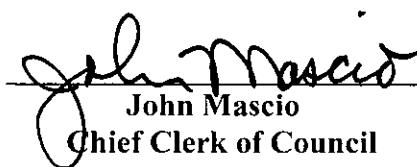
In Council March 18, 2008.

Read and approved by Motion of Council.



Rich Fitzgerald
President of Council

Attest:



John Mascio
John Mascio
Chief Clerk of Council



COUNTY OF ALLEGHENY

3725-08

OFFICE OF THE CHIEF EXECUTIVE

101 COURTHOUSE • 436 GRANT STREET

PITTSBURGH, PA 15219

PHONE (412) 350-6500 • FAX (412) 350-6512

WWW.ALLEGHENYCOUNTY.US

DAN ONORATO
CHIEF EXECUTIVE

ALLEGHENY COUNTY COUNCIL

January 31, 2008

'08 JAN 31 AM10:46

Honorable Council President and Council Members
Allegheny County Council
119 Courthouse
Pittsburgh, PA 15219

Dear Council Members:

Please find the attached resume of Mark Jones, whom I am recommending for appointment to the following Authorities: Allegheny County Industrial Development Authority, Allegheny County Hospital Development Authority, the Allegheny County Higher Education Building Authority and the Residential Finance Authority.

These four Authorities comprise the umbrella Authority that is the Finance and Development Commission. Appointments to the individual Authorities are made separate and there are no direct appointments to the Finance and Development Commission. Reference is made to the Commission, regarding its membership or its meetings, only as a matter of convenience and reference point for the Authorities. I am recommending that Mr. Jones serve a 5 year term for each of these Authorities, with the term to expire on December 31, 2012. Mr. Jones will replace Jacques L. Moye, Sr.

I appreciate your consideration, and ask you to act on this appointment as quickly as possible. Mr. Jones will make himself available for review before the appropriate committee if members of Council wish to speak with him.

Sincerely,



Dan Onorato

MARK A. JONES
3445 PORTOLA AVENUE, PITTSBURGH PA 15214

(412) 322-9654
markj3445@verizon.net

QUALIFICATIONS SUMMARY

Results-oriented professional with extensive experience in government and non-profit systems. Strong communication skills with proven ability to motivate others to achieve organizational goals. A team player with integrity, dedicated to serving the organization. Areas of expertise include:

- | | |
|--|---|
| <input type="checkbox"/> Budgetary Oversight/ Monitoring | <input type="checkbox"/> Economic Development Project Management/ Administration |
| <input type="checkbox"/> Business Development | <input type="checkbox"/> Outreach/ Community Relations and Volunteer Mobilization |
| <input type="checkbox"/> Writing –Policies, Procedures, Grants, Newsletters
Direct Mail Appeals | |
| <input type="checkbox"/> Consensus Building /Capacity Building | |

FUNCTIONAL EXPERIENCE

PROJECT/ PROGRAM MANAGEMENT

- Provide oversight, consultation, management, evaluation, coordination, and monitoring for a variety of business development projects within Allegheny County Department of Development from inception to completion
- Coordinated Hurricane Ivan Flood loans program by maintaining program database, writing correspondences to foundations and local businesses, reviewing applications for eligibility and was responsible for preparing and closing small business loans.
- Overseeing the purchase and build-out of a 26,000 square ft. commercial building into a community center
- Secured local and state grants for pre-development costs, facility purchase and build-out
- Created and designed functional business plans and financial projections
- Collaborating with developers, architects, engineers and banks to develop project financing
- Successfully coordinated Operation Weed and Seed Program in seven City of Pittsburgh neighborhoods
- Created and sponsored legislation for community development through the writing of Request for Proposals (RFP's), contracts and coordinating with other government entities
- Facilitated business assistance by coordinating opportunities for procurement, tax credits, financial assistance (loans and grants) and other tools and services available for start-up and existing businesses

BUDGETARY/ FINANCIAL

- Created, planned and measured the financial budget and facility build-out cost for project.
- Researched and secured grants and funding streams to support grassroots programs, start-up and existing business and other community ventures in need of working capital, equipment upgrades and property purchases
- Monitored expenditures of grant awards to non-profits in accordance with policies and procedures of written contracts
- Collaborated with other government entities and community organizations in support of applications for federal, state and local grants.

OUTREACH/ PUBLIC RELATIONS

- Created and maintained web-page development and design
- Developed strategies of direct mail appeals for volunteer recruitment and mobilization, business association recruitment and community workshops and presentation
- Organized and designed brochures, pamphlets and flyers
- Coordinated various types of media (electronic and print) through press releases to promote neighborhood initiatives and programs
- Identified and developed partnerships with local schools, for profit and non-profit organizations, elected officials to expand program goals and objectives
- Attended national, regional and local workshops and conferences on economic development, marketing and promotion and community mobilization
- Successfully linked businesses to business planning organizations and financial resources
- Created the Mayor's Black History Month Business Leaders of the year awards program

PROFESSIONAL EXPERIENCE

COUNTY OF ALLEGHENY 2004-Present
Executive Assistant, Office of the Chief Executive
Project Manager, Business Development

SECOND BAPTIST CHURCH, Beaver Falls- PA 2003-Present
SBC Ministries Inc.
Executive Director

Southwestern PA Commission, Pittsburgh- PA 2003-2004
Team Pennsylvania Business Calling Program
Business Consultant

CITY OF PITTSBURGH 1997-2003
Economic Development Coordinator
Asst. Weed & Seed Coordinator

OTHER EMPLOYMENT

MERCY BEHAVIOR HEALTH 1995-1997
BRADLEY CENTER 1993-1995
URBAN LEAGUE OF PITTSBURGH 1991-1993

EDUCATION

Geneva College, Beaver Falls, PA
M.S. in Organizational Leadership

University of Pittsburgh, Pittsburgh PA
Bachelors Degree in Political Science with a minor in Communications

University of Pittsburgh, Pittsburgh, PA
Certificate in Community Organizing- School of Social Work