

LEISA L. HAYNES, MPA

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Shipboard Learning & Development Manager

A Specialist in building, motivating, and leading teams to promote success for communities and cities.

Dynamic and results-driven leader with an accomplished track record of directing and managing city and community strategy, development, change, and revitalization. Proven track record of successfully recruiting businesses, coordinating and launching highly engaging city events and programs. Skilled in tracking financial activity to ensure full adherence with all budget requirements. Talented communicator focused on building sustainable relationships with strategic partner's networks and community and government leaders. Positive attitude, intuitive business acumen, and analytical mindset used to identify profitable opportunities, define change, and devise unique competitive advantages.

CORE PROFICIENCIES

- High Performance Skills
- Project Management
- Staff Training and Development
- Financial Management
- Code Enforcement
- Human Resources
- Regulatory Compliance
- Negotiations & Contract Development
- Procuring Funds
- Business Recruitment
- FEMA Crisis Management

PROFESSIONAL EXPERIENCE

City of Rio Communities, NM

2019 to 2020

CITY MANAGER

- Manage and oversee the city's budget, personnel, and all city projects.
- Provide invaluable insight to the mayor and other community leaders in creating and implementing new strategies and solutions.
- Serve as the city's NM Certified Procurement Officer; managed and oversaw all public and state purchasing.
- Process and address request for proposals and handle all resource and funding procurement; lead contract negotiations.
- Organize economic development efforts and initiatives and coordinated real estate showcases for developers and investors.

Noted Accomplishments:

- Spearheaded the opening of the 1st Urgent Care Health Center, 1st Assisted Living Center, and the city's 1st library.
- Recruited a builder and facilitated the sale 12 home lots to a builder; 1st new homes since 2010.
- Developed, implemented, and oversaw a new streetlight project for the city, and planned for a new park and trails project.
- Recognized as a finalist for a "Fund It" Grant; Capital Grant for various roads \$456,000.
- Earned recognition for the city as the largest Opportunity Zone in New Mexico.

City of Mangum, OK

2017 to 2018

CITY MANAGER / GENERAL MANAGER MANGUM POWER COMPANY

- Managed and oversaw the city's \$7.5M budget, 65 personnel, and any city projects as well as maintained records of invoices, payments, payrolls, insurance, and bankcard statements.
- Delivered invaluable insight to the mayor and other community leaders in creating and implementing new strategies and solutions.
- Processed and addressed request for proposals and handle all resource and funding procurement; lead contract negotiations.
- Organized economic development efforts and initiatives and coordinated real estate showcases for developers and investors.

Noted Accomplishments:

- Initiated and led the construction of the first neighborhood in 44 years and supported three new businesses opening.
- Reduced and recovered costs to the city; discovered and resolved theft of 8M gallons of water (\$360k) and damages of 46k to city equipment as well as discovered \$287k uncollected utilities, \$66k uncollected tickets, and \$50k uncollected Warrants.
- Procured fund for development and projects including: starting the Warrant Round Up (collected \$10k), organizing a \$2M Bond to update equipment.
- Created two grants: "Forestry for Firefighters" and "REAP" for the Water Department.

City of Tuttle, OK

2015 to 2016

ASSISTANT TO THE CITY MANAGER (INTERN)

- Advised the City Manager on strategies, solutions, and best practices to ensure high-quality service and development to city residents.
- Managed outreach efforts including all social media, phone, mail, and digital communications from visitors and residents.
- Ensured 100% compliance with all relevant standards and regulations within the community along with the Code Enforcement team.
- Generated the information required to design, author, and distribute the weekly city manager report.

Noted Accomplishments:

- Spearheaded the overhaul of the city's logo and the completion of a rebranding initiative; increased engagement and visibility in the community.
- Directly led the organization and execution of the Cash Connection Program designed to support retailers by encouraging shoppers to spend specific amounts of money on the same day and time regularly at store locations.
- Supported the development and enforcement of budgets valued up to \$7M in collaboration with the Finance Director.

City of Midwest City, OK

2014 to 2015

SPECIAL EVENTS AND RECREATION ASSISTANT

- Planned and set event and project budgets, schedules, and implementation as well as handled marketing of events; managed the development of Sunset Cinemas.
- Planned and directed a Trick or Treat Event and Special Needs Trick or Treat event, the Holiday Lights Spectacular, and coordinated two 5k-runs.

Additional Experience:

Oklahoma Department of Commerce, Main Street Program, OK.

1989 to 2001

ASSISTANT STATE COORDINATOR

OWNER /MANAGER | Gas-n-Snak Convenience Store, Choctaw, OK.

2010 to 2012

Supervising 8 employees, 2.2M annual sales, experience in petroleum regulations

EDUCATION & CREDENTIALS

Master of Public Administration

University of Central Oklahoma | 2016

- **Certification**, Negotiation and Conflict Resolution (Employee/Labor Relations)
- **Certification**, Americans with Disabilities for Commercial District
- **Community Initiated Development**, National Main Street

Bachelor of Science in Communications

East Central University

- **Certification**, NM Certified Procurement Officer
- **Certification**, Zenger Miller Facilitation for Results, Oklahoma Tech School
- **Pike Creative Training for Adults**, Bob Pike Group
- **Supervising Others**, Rose State College