

Name: Shelia A. Huggins

Age: 49

Place of Birth: Greenville, North Carolina

Marital Status: Married

Children: 15 years old; Cardinal Gibbons Catholic School

Education:

BACHELOR OF SCIENCE IN BIOLOGICAL SCIENCES | MICROBIOLOGY SPECIALIZATION | GENETICS  
MINOR

- North Carolina State University, 1990

MASTER OF PUBLIC ADMINISTRATION

- North Carolina State University, 1997

Juris Doctor

- UNC – Chapel Hill, 2002

Occupation: Attorney

Current Employer: Shelia A. Huggins, PLLC

Public Sector Experience:

SR. ADMINISTRATION MANAGER | CITY OF DURHAM

- Managed departmental operations including oversight of the annual budget process and development of the departmental strategic plan
- Supervised accountants and administration staff and led planning and budgeting for the administrative division

ASSISTANT DIRECTOR OF COMMUNITY ENGAGEMENT | CITY OF DURHAM

- Oversaw a staff of ten in two divisions and directed all human relations and community engagement activities
- Coordinated the tracking of budget performance measures and developed neighborhood improvement and engagement projects across the City

REAL ESTATE MANAGER | CITY OF DURHAM

- Coordinated the acquisition, sales, leasing, and property management of all real property transactions for the City of Durham
- Developed and administered the division's \$1.6 million annual personnel, operating, and grant budget; implemented budget reduction plans; and oversaw the supervision and professional development of the real estate staff

OPERATIONS & EVALUATION ADMINISTRATOR | CITY OF DURHAM

- Drafted and reviewed contract language for development agreements, management agreements, public-private partnerships, and property transactions
- Handled special projects including environmental contamination and remediation projects, facility use agreements, and parking contracts

ENVIRONMENTAL CHEMIST | NC DEQ (FORMERLY DEHNR)

- Wrote regulatory interpretations of federal environmental rules and provided technical assistance to businesses throughout the state
- Served on cross-divisional departmental teams, including environmental justice and environmental education teams

Private Sector Experience:

ATTORNEY | SHELIA A. HUGGINS, PLLC

Current (2014 – Present):

- I am a North Carolina attorney with a wide range of experience handling contractual, corporate, and transactional matters. I have a proven track record of successfully delivering high value legal advice to my clients and an extensive background managing multiple complex projects, providing advice regarding legal obligations, and representing client interests at both the personal and business levels. I am well-versed in the financial and strategic needs of many types of businesses, and I consistently provide maximum benefits during all aspects of the legal representation.
- Areas of concentration include the following:
  - Business Law
  - Contract Development, Review, and Negotiation
  - Art & Entertainment Law
  - Sports Consulting & Representation

Prior (2002 – 2007)

- Provided general business representation and represented clients in Chapter 7 and Chapter 13 bankruptcy petitions
- Represented residential and commercial clients regarding environmental issues relating to land sales and development

\*See LinkedIn for a more complete professional experience profile:

<https://www.linkedin.com/in/sheliaahuggins/>

Elected Offices Held - No government elected offices, but selected political elected offices include the following:

- Member, Democratic National Committee, elected 2016 - Present
- Former Representative, Fourth Congressional District Democratic Party Executive Committee, 2015 – 2016
- Former Chair and Vice-Chair, Durham Precinct 4, Durham Democratic Party
- Former Third Vice-Chair, Wake County Democratic Party

Relevant Experience

During my tenure with the City, I was the City's real estate manager in the General Services Department, assistant director for community engagement in Neighborhood Improvement Services, and senior administration manager in the Office of Economic and Workforce Development. As a result, I gained significant hands-on experience working with the City's budget (including drafting budget reduction plans), managing the strategic planning process at the departmental level, and providing training opportunities for staff. I understand, more than any of the other candidates for the Ward 3 seat, the challenges that the City faces as it grows and tries to provide quality and efficient services with

limited resources. Additionally, my knowledge of the City's functions and operations provide me with the ability to comprehensively analyze the issues that council members are asked to consider.

Some of my relevant experience includes the following:

- Acting as the project manager for the \$612,000 bond-funded construction project at Hayti Heritage Center;
- Coordinating the siting of environmental monitoring wells at the old Durham Bulls Athletic Park;
- Managing the disposal of contaminated soil at the Durham Performing Arts Center;
- Working with the City Attorney's Office to draft development agreements, facility use agreements, long-term parking agreements, and management agreements;
- Directing the RFP process for the sale and redevelopment of the formerly City-owned 102 Morris Street in downtown Durham, which now has a greater than \$1 million tax valuation for the resulting total properties
- Managing the construction build-out and budget of a department's leased space
- Completing the City's Management Program
- Serving as a presenter at the 2012 Transforming Local Governments Conference in Kansas, Missouri and speaking on the topic of Storytelling + Citizen Participatory Models = Value Based Service Delivery: An Equation for Successful Engagement Plans
- Working as an attorney, focused primarily on business, contracts, sports, and entertainment

Board/Commissions (Current):

- North Carolina Central University School of Business Board of Visitors
- Alamance Community College Small Business Center Board of Advisors

Website, blog, Twitter handle, Facebook page, Snapchat:

- FB@votesheliahuggins
- TW@sheliaahuggins

Why are you running:

Durham is at a crossroads, and the decisions that we make now will decide what the future of our city looks like. I believe that I bring the widest range of experiences to the Ward 3 seat, and that those experiences enable me to more comprehensively evaluate the challenges that we will be facing as our city continues to grow. I am running because I want Durham to be the best Durham that it can be.

I grew up in a family that has long been committed to public service. My father served six terms on the Greenville, North Carolina City Council, and my mother is currently serving her second appointed term on the Pitt County Board of Commissioners. She is also a current commissioner on the Greenville Housing Authority Board and a former member of the North Carolina Social Services Board. I have had the opportunity to learn from her what public service means as she handled constituent services for former Governor Perdue and former members of Congress Eva Clayton, Frank Ballance, and G. K. Butterfield. I know what it means to serve your community and work hard to solve the challenges that elected officials and public servants are tasked with solving.

At the end of 2014, I left my City employment and returned to the practice of law, where I've been working closely with a variety of business owners and businesses, including local artists, restaurant owners, contractors, and technology service companies to name a few. This experience has provided me with an understanding of the challenges that our business community faces as I work hard daily to help them start their businesses or expand their current line of services or products.

I look forward to serving the residents of Durham in this new capacity as a member of the Durham City Council. I understand the hard work and the time commitment that will be required. I know that you can't solve most problems overnight and that sometimes you have to keep moving forward even when the challenges seem overwhelming. Last year, I completed my third half-marathon with the goal of finishing in under two hours. I trained for months and pulled together a personal accountability team to help me with my goal. During the race, there were times when I was running along a two-lane road with the wind beating my face and nothing but fields on both sides of me. I couldn't see a runner in front of me or behind me, but I kept going. Not only did I finish in under two hours, I was the third-overall female in the race.

Durham has a number of challenges facing it. Poverty, housing affordability, and employment accessibility are just a few of those. These challenges sometimes seem overwhelming, but I know that if we commit to working on them, we can build a better Durham. We just have to remember that working on our challenges is more like working toward finishing a marathon and not a sprint. We partner with others, and we keep going, because the residents of Durham are worth it. This is how we make Durham the best that it can be. This is why I am running.

What is the best thing about Durham

The best thing about Durham is its people.