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# John Charles Collier, CSM CDP

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## Profile

Extensive experience as Property Manager, Tenant Coordinator, Project Manager for on site operations, development and construction of retail stores, mall renovations and new mall construction.

## Professional Experience

2015 - Present

### **Collier Consulting, President/Owner**

- Self employed as consultant to property owners/developers in the retail industry and Semi-Retired.

2008 – 2015

### **Jeffrey R. Anderson Real Estate**

- Sr. Property Manager
  - The Shops at Pembroke Gardens – Pembroke Pines, FL

2005 – 2008

Palm Beach Gardens

### **Collier Consulting, President/Owner**

- Self employed as consultant to property owners/developers in the retail industry.
  - The Shops at Pembroke Gardens – Pembroke Pines, FL

2004 – 2005

The Goodman Company, West Pam Beach

### **Sr. Project Manager/Director of Tenant Coordination**

2001- 2004 Palm Beach Gardens, FL

**Collier Consulting, President/Owner**

- Self employed as consultant to property owners/developers in the retail industry.
  - The Goodman Company
  - Jeffrey Anderson Real Estate
  - Taubman Company
  - The Related Group

1998-2001 CityPlace, West Palm Beach, FL

**Assistant Vice President**

- Promoted to Assistant Vice President. Remained as Department Head for Tenant Coordination and increased my responsibilities with Leasing in negotiating Landlord Work with perspective tenants and increased my role in the community as representative for the company.

**Assistant Project Manager/Sr. Tenant Coordinator**

- As Asst. Project Manager I was the first Development Representative to arrive on site in a full time basis. My position required me to act as a day-to-day liaison with the City of West Palm Beach and local utilities, architects and engineers. As the Owner staff increased I maintained these roles and assisted in overseeing the drawing preparation and distribution, attending all meetings and coordinating the establishing of the Owner's Controlled Insurance Program. As Sr. Tenant Coordinator I work daily with the Leasing Agents to coordinate Lease Plans, Lease Outline Drawings, Tenant Construction Costs and related issues. As Sr. Tenant Coordinator all Tenant Coordinators and Tenant Coordination issues fall under my responsibility through Grand Opening.

1997 - 1998 Marketplace Development, Philadelphia, PA

**Tenant Coordinator**

- As Tenant Coordinator was responsible for working with tenant representatives, their architects, engineers and contractors through the design and development of their drawings to insure that they were in compliance with the project design manuals. This five-stage process incorporated the City of Philadelphia, Division of Aviation, the Landlord and the tenant. Daily communication to all parties via written correspondence, e-mail and telephone was a necessity to take it from the lease request to the store opening.

1997 - 1997 The Mills Corporation, Tempe, AZ

**Tenant Coordinator**

- As Tenant Coordinator was responsible for the preparing of the check plots that would develop into the white box drawings for 95% of my tenants. This large white box project was completed in fourteen months that would have been a standard eighteen-month project. The position called for daily communications to all parties involved in the preparation of the drawings and negotiating construction allowances as tenant plans developed.

1995 - 1997 Corporate Property Investors, Braintree, MA

**Project Manager**

- On site Project Manager for Owner at South Shore Plaza, Braintree, Massachusetts. This vertical expansion of the existing 1,250,000 square foot regional mall added 200,000 square feet of new GLA, and a new 1,600 car, three level parking structure. This project included site landscaping, irrigation and extensive off site mitigation including the widening of a state highway.

1990 - 1992 Hornart Development, Concord, NH

**Tenant Coordinator/Operating Manager**

- As Tenant Coordinator responsible for interface with tenant, tenant contractor and architects with on site base general contractor, owner project management team and city officials. After Grand Opening I assumed the position as Operating Manager and was responsible for the day to day operations of the mall, overseeing the Office staff, A/R and A/P, vendor contracts, specialty leasing set-ups, tenant relations, security staff, maintenance staff and housekeeping staff.

1987 - 1990 Sumner Schein Architects & Engineers, Cambridge, MA

**Contract Administrator/Tenant Coordinator**

- As Contract Administrator attended job site meetings as Owner/Architect Representative, reviewed pay requisitions, inspected on-going construction and issued field construction reports to the Project Manager.

1982 - 1987 Equity Properties & Development, Chicago, IL

**Assistant Mall Manager/Regional Tenant Coordinator  
Construction Supervisor**

- As Assistant Mall Manager at a regional New England Shopping Center: I reported directly to the Mall Manager and was responsible for supervising in-house maintenance, security and vendors. Reviewed leases and compiled lease abstracts and worked with tenants on a day-to-day basis. As Regional Tenant Coordinator was responsible for four regional shopping centers for on-going tenant construction and compliance with approved plans and interfacing with mall management. As Construction Supervisor was responsible as the on-site Owner Representative for the renovation of two regional shopping centers.

1968 - 1982

**Federal Police Officer**

**Municipal Police Officer**

**Narcotic/Patrol/Sentry Dog Trainer/Handler USAF**

## Education

### **Certified Shopping Center Manager (CSM)**

- International Council of Shopping Centers New York, NY

### **Certified Design Development & Construction Professional (CDP)**

- International Council of Shopping Centers New York, NY

### **Building Technology**

- Northeastern University Boston, MA

### **Masters in Public Administration**

- Golden Gate University Portsmouth, NH

### **Bachelors in Criminal Justice**

- Saint Anselm College Manchester, NH

### **Associates in Criminal Justice**

- Saint Anselm College Manchester, NH

### **Emergency First Responder Scuba** Florida

### **Emergency First Responder Instructor Scuba** Florida

### **Dive Master PADI** Florida

### **Dive Leader SSI** Florida

### **Scuba Diver Intro Instructor PADI** Florida

### **Cavern/Cave Diver PADI** Florida

### **Wreck Diver PADI** Florida

### **Solo Diver TDI** Florida

### **Open Water Deep Diver** Florida

### **Nitrox Blended Gas** Florida

### **Delaware Municipal Police Academy** Delaware

### **New Hampshire Municipal Police Academy** New Hampshire

### **District Court Prosecution Course** New Hampshire

### **Breath Analyzer Operator** New Hampshire

### **DEA Municipal Police Surveillance Course** Delaware

### **FBI Crime Scene Photography** New Hampshire

### **FBI Crimes Against Person** New Hampshire

### **Northwestern Traffic Accident Investigator Course** New Hampshire

### **Defensive Driver Instructor Course 1 and 2** New Hampshire

**Interests and  
Activities and  
Awards**

Scuba Diving, Kayaking, Cycling, Reading, Walking, Gardening and SLD-  
Sustainable Land Development

Past Board Member Broward County American Cancer Society

Board of Directors/Past Chair Elect– Miramar/Pembroke Pines Chamber of  
Commerce

Past Board Member Pembroke Pines YMCA

Past Board Member City of Pembroke Pines Economic Development Board

Miramar/Pembroke Pines Complete Count Census Committee

Greater Ft Lauderdale Chamber of Commerce Lifetime Community Service

Miramar Pembroke Pines Regional Chamber of Commerce Pinnacle Award

Miramar Pembroke Pines Regional Chamber of Commerce Lifetime  
Achievement Award

City of Pembroke Pines “Key to the City” presented by Mayor Frank Ortis

West Palm Beach Community Development District – Board Commissioner

**Projects**

The Shops at Pembroke Gardens, Pembroke Pines, FL Sr. Property Manager

The Shops at Pembroke Gardens, Pembroke Pines, FL Tenant Coordinator

Esplanade, Worth Avenue, Palm Beach Consultant/Tenant Coord

Fort Steuben Mall, Steubenville, OH Consultant/Project Mgr

Coventry Mall, Pottstown, PA Consultant/Project Mgr

Jefferson Commons, Newport News, VA Consultant/Sr. Project Mgr

Eastwood Towne Center, Lansing, MI Consultant/Tenant Coord

Mall At Wellington Green, Wellington, FL Consultant/Tenant Coord

CityPlace, West Palm Beach, FL Consultant/Owner’s Rep

CityPlace, West Palm Beach, FL Asst. Vice President

CityPlace, West Palm Beach, FL Asst. Project Manager

Philadelphia Marketplace, Phila Int’l Airport Tenant Coordinator

Arizona Mills, Tempe, AZ Tenant Coordinator

South Shore Plaza, Braintree, MA Project Manager

Steeplegate Mall, Concord, NH	Tenant Coordinator
Burlington Mall, Burlington, MA	Tenant Coordinator
City Place, Boston, MA	Tenant Coordinator
Cape Cod Mall, Cape Cod, MA	Tenant Coordinator
New England Shopping Ctr, Saugus, MA	Tenant Coordinator
Emerald Square, N. Attleborough, MA	Tenant Coordinator
Maine Mall, South Portland, ME	Tenant Coordinator
Rockingham Mall, Salem, NH	Tenant Coordinator
University Mall, Burlington, VT	Tenant Coordinator
Swansea Crossing, Swansea, MA	Contract Administrator
Newington Mall, Newington, NH	Asst. Mall Manager
North Dartmouth Mall, N Dartmouth, MA	Construction Supervisor/ Tenant Coordinator
Swansea Mall, Swansea, MA	Construction Supervisor/ Tenant Coordinator
Auburn Mall, Auburn, ME	Tenant Coordinator