

**COUNCIL OF THE
VILLAGE OF HIGHLAND HILLS**

RESOLUTION NO. 2024-24

For the March 13, 2024
Council Meeting

Introduced by: Mayor Michael L. Booker
Supported by:

A RESOLUTION PROVIDING FOR THE APPOINTMENT OF KIARA PYLES AS ASSISTANT TO THE MAYOR, AND DECLARING AN EMERGENCY.

WHEREAS, the Mayor has appointed Kiara Pyles as assistant to the Mayor, and

WHEREAS, pursuant to Article III, Section 4, all assistants to the Mayor require appointment by the Mayor subject to approval by Council, and

WHEREAS, Council desires to keep a record of such appointments and desires to have Council approve the agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF HIGHLAND HILLS, OHIO:

Section 1: The Mayor's appointment of Kiara Pyles as Assistant to the Mayor is hereby confirmed. This appointment shall be effective as of February 20, 2024, and shall be for the remaining term of the Mayor's office or until a replacement is appointed and confirmed by this Council whichever is later.

Section 2: Council finds and determines that all formal actions of the Council relating to the adoption of this Resolution have been taken at open meetings of this Council; and that deliberation of the Council, and of any of its committees resulting in such formal action, took place in meetings open to the public in compliance with all statutory requirements including the requirements of Section 121.22 of the Ohio Revised Code.

Section 3: This Resolution is declared to be an emergency measure necessary to provide for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the Village of Highland Hills, and for the reason that the appointment of the assistant to the Mayor is immediately necessary for the orderly operation of the Mayor's office and administration of the Village and it shall therefore, take effect immediately upon passage.

Passed in Council this 13th day of March, 2024

First Reading: ✓

Second Reading: _____

Third Reading: _____

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Vote: Pride ☒ yea ☐ nay

Greene ☒ yea ☐ nay

Mills ^{expensed} ☐ yea ☐ nay

McManus ☒ yea ☐ nay

Wright ☒ yea ☐ nay


Cassandra Pride
President of Council

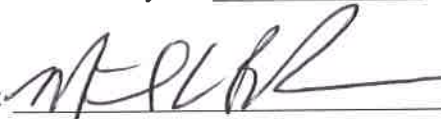
3-13-24
Date

Attest: 
Margaret Sikon, Clerk of Council

3/13/24
Date

Filed with the Mayor: ☒

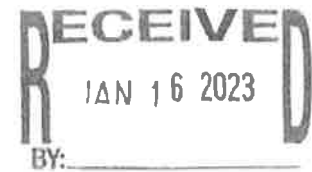
3/15/24
Date

Approved By: 
Michael L. Booker, Mayor

3/15/24
Date

2024-24

Kiara Pyles



Assistant Store Manager

216.551.2533

Kpyles89@gmail.com

Cleveland, Ohio

Experience

Assistant Store Manager Bath & Body Works

May 2017- Present

- *Coordinating all aspects of reviewing schedules and shipments and floor sets through systems such as Konos*
- *Obtaining information from a system called Fexa to put in work orders for the store.*
- *Processing and evaluating store updates, changes, and communication throughout the company and with other associates through Ziplines.*
- *Providing support to the store manager, delegating work duties to the staff, currency deposits*

Key Hold/Sale Lead The Children's Place

September 2015- Present

- *Lead by example and maintain a high-energy atmosphere that reflects the company's commitment to excellence.*
- *Manage employees, fostering a culture of customer-centric excellence.*
- *Monitor and ensure customer service standards are met.*
- *Handle customer inquiries and complaints in a professional and timely manner.*
- *Develop and implement strategies to maximize store sales and profitability.*
- *Monitor store performance and take corrective action as needed.*
- *Oversee the day-to-day operations of the store, including opening and closing procedures.*
- *Recruit, train, and mentor store staff.*
- *Ensure store policies, safety guidelines, and company standards are met.*
- *Monitor inventory and order products as needed.*

Supervisor Victoria Secret

December 2011 – July 2015

- *Supports direction and drives performance for total store result*
- *Supports the visual execution as assigned with Brand Leaders*
- *Supports associate retention strategy by upholding positive associate relations that lead to engagement of the entire team*
- *Conducts Customer Sales Lead observations to link behaviors to results and co-creates SMART action plans that improve customer experience, culture, and results for leaders*