

## RESUME

FAITH D. MCDONALD  
18 Field Street  
Cambridge, Massachusetts 02138  
(617) 864-7367

**PROFESSIONAL OBJECTIVE:** Having successfully accomplished the discipline of real estate tax assessments on the private corporation level, my ambition is to enter into public service to continue my field of concentration in this area. My knowledge of Cambridge and my background in the valuation of industrial and commercial real estate will be advantageous in the difficult time of revaluation process. My knowledge of business property taxation will insure that the City is receiving proper taxation from all.

**EXPERIENCE:** Star Market Co., Division of Jewel Companies, Inc., 1970-Present  
Base Salary: \$19,500/annually

Manager, Real Estate Administration - Star Market Co.  
New England Real Estate Tax Manager - Jewel Companies, Inc.  
(Star Markets, Osco Drugs, Turn\*Styles, and White Hen Pantries)

Responsible for the leadership, direction, and administration of the operations and functions of Lease Administration, Property Management, Tax Evaluation/Analysis and Negotiations covering the jurisdictions of Maine, New Hampshire, Massachusetts and Rhode Island; coordinate the activities of all three functions to establish basic control within which the various activities are carried out and concluded. Combined total gross dollar responsibility for the three functions approximates \$4.5 million annually of which \$2.5± is attributable to real estate taxes.

**REAL ESTATE TAX FUNCTIONS:** Handle all tax matters with relationship to realty including assessments, hearings, reduction of bills and negotiations with governmental authorities such as -

- Opposition to Tax Levy - supervised municipal negotiations when a city imposed a per square foot levy 1-1/2 times heavier than any other stores in the chain. Resulted in a 1/3 reduction in tax dollars or a savings over the life of the store of approximately \$500,000. Negotiations and facts based on comparables plus frontage vs. rear land value of parcel.
- Tax Appeals and Abatements - meet with assessors of various localities to negotiate the valuation to be placed on new buildings to insure equality in taxation for the community as well as the company; prepared facts and figures on the basis of cost, market and/or income approach to determine the fair market value for appraisal purposes on warehousing facility in Norwood, office building in Cambridge, and retail (shopping centers and free standing units) facilities, i.e. fast foods, banks, gas stations, etc. Effected a realized \$50 - \$75,000 annual reduction in tax dollars.

May, 1976

- Tax Consultant Reassessments - real estate tax responsibility for analyzing/evaluating all assessments of property to include in-house personnel residential properties; aggregate value approximating \$40 million; cut assessments by 25% through meetings with consultants hired by governmental authorities or company.

Recruiting and selecting real estate appraisers, real estate brokers, and outside attorneys for eminent domain case, Appellate Tax Board Appeals, and proposed sale of company owned land.

Review, interpret and analyze appraisers' reports to determine the fair and equitable real estate taxes and to verify that all material submitted formulates the standard practices to arrive at the fair market value.

- Proficient in the preparation of commercial and industrial lease agreements and the interpretation of terms and provisions of same.

Cambridge School Department, 1969 - 1970

Instructor - originated and successfully implemented a program to teach students of 4th and 5th grade levels the art of typing while strengthening their ability to read and better understand English and related subjects.

EDUCATION: Associates in Science, Business Administration - degree from MASSACHUSETTS BAY COMMUNITY COLLEGE - Watertown, Mass.

General business courses to include Real Estate agreements and contracts, Business Law, Economics, and Accounting.

Attended: BENTLEY COLLEGE - Waltham, Mass. (Residential Real Estate Appraisal);

UNIVERSITY OF MASSACHUSETTS - Boston, Mass. (Received certificate in Economics of Supermarket Merchandising);

M. I. T. - Cambridge, Mass. - (Fortran Computer Language; Real Estate Management Course);

SALEM STATE COLLEGE - Salem, Mass. (Jr. High School Education Major).

CAMBRIDGE HIGH and LATIN - Cambridge, Mass.: College Entrance Course. Graduated in 1955. Recipient of Sanborn Scholarship, International Spanish Award, Houghton School (now Martin Luther King) Scholarship for academic excellence; president of Spanish Club; active in Glee Clubs, Latin Club; Volley Ball and Drill Teams; coordinator of YWCA Y-Teen Club.

REPORTS/ARTICLES: Developed for in-house and inter-company publication an economic survey for acquisition of a 24,000 square foot parcel contiguous to an existing company location; illustrated the feasibility of such an acquisition by including an intense analysis of street patterns, topographics, and population concentration based on field inspections, check cashing surveys, maps, demographics, and aerial photographs.

Jointly researched approximately ten market surveys for in-house and inter-company publication with contents on regional economics, trends and projections, sector growth, migration, income consumer expenditures, etc. within the Boston Metropolitan Area.

SEMINARS/CONFERENCES:

Greater Boston Real Estate Board  
Cambridge Chamber of Commerce  
New England Chapter of Society of Real Estate Appraisers  
International Council of Shopping Centers  
Freedom House, Inc. Management Conference  
Scott Paper Company Management Seminar

The above incorporates general informative meetings, functions and/or workshops.

ORGANIZATIONS/ASSOCIATION:

International Association of Assessing Officers (IAAO)  
Association of Massachusetts Assessors (AMA)  
American Society of Notaries  
"Loaned Executives" Committee of Freedom House, Inc.  
National Association for the Advancement of Colored People (NAACP)  
League of Women Voters  
Matignon High School Mother's Guild  
Peabody School PTA

LICENSE: Commonwealth of Massachusetts Real Estate Broker  
Notary Public

AWARDS: Boston YMCA 1975 Black Achiever Award for Business & Education  
American Airlines Fair Lady Award-1967

PERSONAL: Married. 3 children

REFERENCES: Personal and/or business references furnished upon request.

May, 1976



## CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139  
Tel. 876-6800

EXECUTIVE DEPARTMENT  
JAMES L. SULLIVAN  
City Manager

September 13, 1976

To the Honorable, the City Council:

Please be advised that I have appointed Faith D. McDonald, 18 Field Street, to the position of Principal Assessor for the City of Cambridge, effective September 1, 1976, at an annual salary of \$21,132.00.

Enclosed please find a copy of Mrs. McDonald's resume.

Very truly yours,

James L. Sullivan  
City Manager

JLS/mbf  
Enc.

Agenda #7 *A-92*

Appointment of Faith D. McDonald to the  
position of Principal Assessor for the City  
of Cambridge.

In City Council,  
Sept. 13, 1976

*- Placed on File -*