

DATE: 7/7/2010

TO: City Clerk

FROM: Representative Ann Morgan Lilly

ADDRESS #2 Civic Center Plaza, El Paso, Texas 79901 TELEPHONE 915-541-4886

Please place the following item on the (Check one): CONSENT XXX REGULAR _____

Agenda for the Council Meeting of July 13, 2010

Item should read as follows: Ben Bohannon to the Building & Standards Commission, as an alternate member, by Representative Ann Morgan Lilly, District 1.

SPECIAL INSTRUCTIONS: Category: Community Affairs representative

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Building & Standards Commission

NOMINATED BY: Representative Ann Morgan Lilly DISTRICT: 1

NAME OF APPOINTEE Ben Bohannon
(Please verify correct spelling of name)

BUSINESS ADDRESS: 5525 N. Stanton Suite 28C

CITY: El Paso ST: TX ZIP: 79912 PHONE: 915-833-3322

HOME ADDRESS: _____

CITY: _____ ST: TX ZIP: _____ PHONE: _____

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Fernando Santana

EXPIRATION DATE OF INCUMBENT: 02/15/2009

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: _____
RESIGNED _____
REMOVED XX

CITY COUNCIL APPROVAL DATE: 07/13/2010

TERM BEGINS ON : 02/16/2009

EXPIRATION DATE OF NEW APPOINTEE: 02/15/2011

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: XX
2nd TERM: _____
UNEXPIRED TERM: _____

RESUMÉ

Ben Bohannon

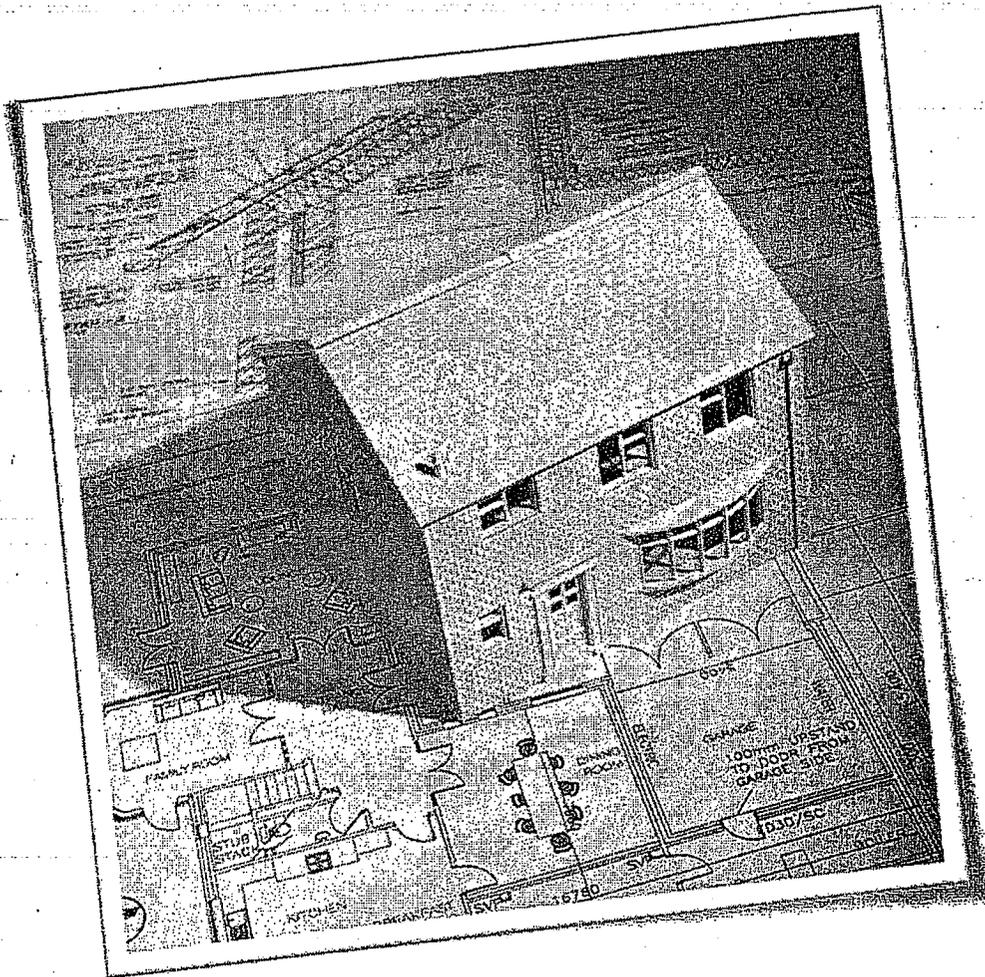
Bohannon Development Corporation

5525 N. Stanton Suite 28C

El Paso, TX 79912

Office: (915) 833-3322

Email: bbohannon@bohannondevelopment.com



Work Experience:

Company: Bohannon Development Corporation

Location: El Paso, TX

Property: The Bungalows at Hueco Estates

Title: Construction Quality Control Inspector

Dates: August 2009 - Present

Duties: Actively participating in the development of an upscale 431 unit apartment and townhome property located in El Paso's far eastside. Participation started in the design phase, including construction material selections, fixture selections, clubhouse and amenity design and layout, paint scheme for the entire project, landscape and lighting selections, design, and placement. Lead designer for an interactive preview gallery intended to benefit prospective resident's touring experience through the use of custom hardware and software, touch-screen monitors, and a personally designed three-dimensional sitemap.

Daily duties have included: Safety inspection regularly verifying that all employees and subcontractors are complying with the standards required by OSHA and the International Building Code. Sitework supervision, interfacing with civil engineers and sitework subcontractors in order to verify dirtwork is performed according to civil plans. Have worked with laboratory testing engineers regarding density testing for soil and concrete. Have learned the purposes and functions of heavy earthwork equipment as well as the direct operation of some of the vehicles. Performed the quality control inspections on over 60 post-tension concrete slabs designed for accommodating residential, storage, maintenance, and amenity buildings. Quality control for concrete slabs includes the use of civil and architectural plans, laser-levels, measuring tapes, string-line, and hand tools in order to verify accuracy of batter boards, post-tension cables, underground plumbing, load-bearing trenches, doorway and wall locations, etc. prior to concrete pouring. During the concrete pouring and curing processes, quality control duties include slump testing, supervising the curing process in order to verify all required steps are performed, and finally the tightening and testing of post-tension cables. Actively participate in construction quality control; including working with framing, mechanical, electrical, and plumbing subcontractors to ensure buildings are built according to architectural plans. Duties include the use of plans, charts, schedules, spreadsheets, and hand tools in order to verify accuracy of work performed. Participate in material supervision including coordinating deliveries, inspection, storage, security, and installation of construction materials, appliances, and fixtures. Schedule and escort visits from City of El Paso Building Inspectors to ensure compliance with regulatory codes. Regularly inspect units for final punch-out and turnover to property management for leasing. Will have participated in all phases of the development of this property from investor relations to completion of construction and initial leasing when the project reaches its finished state.

Company: Bohannon Development Corporation

Location: El Paso, TX

Property: The Bungalows at North Hills

Dates: March 2009 – August 2009

Duties: Assisted in leasing and property management during a period of heavy rental traffic at the end of this 342 unit apartment property's initial lease-up period. Filled in between the termination of one leasing agent and the hiring of another. Daily duties included touring rental traffic, responding to phone and email inquiries, conducting market surveys, reporting to the corporate office, and serving the needs of existing residents.

Company: The Raintree Partners, LLC

Location: San Juan, Puerto Rico

Title: Asset Manager

Dates: September 2008 – March 2009

Duties: Served as Asset Manager and as a language translator for a consulting firm based in Santa Fe, NM assisting a major Caribbean bank with deficient real estate properties either facing or going through foreclosure in San Juan, Puerto Rico. Lived on the island for the duration of the consulting agreement. Regular duties included operating as a Spanish to English translator between Bank Executives and the President and Vice President of The Raintree Partners, LLC as well as performing asset management duties. Our company was assigned to assist in financial strategies and management of a real-estate portfolio consisting of physically and financially distressed properties throughout the island. The portfolio consisted of over 60 residential subdivisions, commercial buildings, land parcels, and warehouse properties with a total value of over ¼ billion dollars located in urban, beach, and jungle environments. I was assigned to locate and visit each property, then create reports indicating advantages, disadvantages, current conditions and perceived deficiencies with each property. These reports included photos, descriptions, solutions, and recommendations that executive members of The Raintree Partners used in order to advise the bank's Board of Directors regarding each individual property and pertaining to the best individual financial strategy for each case whether it be to rehabilitate, demolish, convert, retain, or sell each property. I also interacted with property owners, developers, construction subcontractors, sales agents, and property management teams to facilitate the execution of our recommendations.

Company: Madison Development Group

Location: Las Cruces, NM

Property: Casas de Soledad

Titles: Sales Associate then later promoted to Sales Manager

Dates: October 2006 - September 2008

Duties: Participated in the conversion of 256 units along the Sonoma Ranch Golf Course from an apartment complex to a condominium community. Duties included preparing existing rental residents for the conversion process, offering them purchasing opportunities with additional benefits, planning and hosting bi-weekly community events and gatherings, assisting daily sales traffic from potential buyers, and coordinating the purchasing process from the initial sales tour all the way through contract navigation, loan assistance, and closing with condominium buyers. Was initially assigned a portfolio of existing residents to work with, and then was assigned full-time to assist all walk-in, phone, and internet sales traffic. Helped coordinate advertising through the communities of Las Cruces, El Paso, White Sands, and Alamogordo in addition to the internet. Advertising duties included the use of mediums such as television commercials, newspaper and magazine ads, radio advertisements and on-site radio promotions, hosting golf events, social events, promotions through the Las Cruces Chamber of Commerce, the creation of paperback brochure materials and DVDs, as well as assisting in the coordination of website layout and design. Participated in the physical rehabilitation of the property including designing additional property amenities like dog-parks, putting greens, and outdoor pergola areas, in addition to creating sales models, updating landscaping, and interior upgrades within the units. Also participated in the creation of a homeowners association. When promoted to Sales Manager I was also responsible for training and supervising other employees who directly dealt with potential clients, existing residents, and representatives of the local Realtor community.

Company: Bohannon Development Corporation

Location: El Paso, TX

Property: Las Norias

Title: Construction Assistant

Dates: June 2006 - September 2006

Duties: Assisted in the design and physical implementation of retrofitted underground drainage around 2 apartment buildings after the El Paso floods of 2006. Assisted in managing labor crews as well as personally participating in digging and installing underground exterior water drainage systems while minimizing damage to existing landscaping. Assisted in choosing and supervising the installation of replacement landscaping and clean up in affected areas.

Company: Sonoma Springs Partners

Location: Las Cruces, NM

Property: Puerta Villa at Sonoma Ranch

Title: Assistant Property Manager

Dates: May 2004 - June 2006

Duties: Participated in all activities pertaining to lease-up, property management, and continued leasing of a 256 unit apartment complex. As Assistant Manager my duties were to deal with daily leasing traffic, existing residents and their needs, representatives of neighboring communities, subcontractors such as landscaping, carpet cleaning, and pest control vendors. I was required to assist in numeric reporting to our corporate office, resident's financial ledgers, data entry into our leasing management software programs, and enforcing community policies and rules. Worked with corporate housing, medical staffing, military contractors, and other groups needing bulk leases of several apartments. I also assisted in training, managing, and overseeing the duties of all Leasing Agents. When the property was later sold, I was placed in charge of handling the on-property touring, inquiries, and needs of the members of the corporate entity that eventually purchased the property. When they (Madison Development Group) bought and later converted Puerta Villa to a condominium property called Casas de Soledad, I was hired by them to assist in the conversion and sales processes due to my knowledge and history with the property and it's residents.

Company: HB Del Sol Joint Venture

Location: El Paso, TX

Property: Colinas Del Sol

Title: Leasing Consultant

Dates: June 2002 - May 2004

Duties: Performed all leasing activities on a 752 unit apartment and townhome community in both the English and Spanish languages. Underwent leasing and fair-housing training. Daily duties included assisting walk-in, phone, and internet traffic. Managed the storage and delivery of all UPS, FedEx, and U.S. Mail packages for well over 1,000 residents. Worked with computer systems to operate electronic key management systems and the numeric codes and access devices for all residents living behind closed electronic gates. Assisted existing residents with maintenance requests, key issues, noise complaints, unit transfers, move-ins, move-outs, and any and all inquiries or situations pertaining to their lease contract and residency on property. Assisted in hosting resident gatherings and holiday events. Performed unit inspections upon move-ins and move-outs. Put together welcome packages for residents moving in. Assisted in minor maintenance activities. I was also responsible for reporting all of my daily activities to the Community Manager.

Education:

School: Front Range Community College

Location: Ft. Collins, CO

Dates: 2000 – 2002

School: Coronado High School

Location: El Paso, TX

Dates: Graduate of the Class of 2000

Continued Education:

CAM: Designation from the National Apartment Association as a Certified Apartment Manager (currently completing course)

CPO: Designation as a Certified Commercial Pool Operator (completed)

NALP: Designation from the National Apartment Association as a National Apartment Leasing Professional (completed)

Strong comprehension and use of the Spanish language