

DATE: 03/22/2017

TO: City Clerk

FROM: City Representative Emma Acosta

ADDRESS: 300 N. Campbell Street TELEPHONE 915 212-0003

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

Agenda for the Council Meeting of 04/04/2017

Appointment of Conrad J. Pickett to the City Plan Commission by Representative Acosta

Item should read as follows: District 3

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: City Plan Commission

NOMINATED BY: City Representative Acosta DISTRICT: 3

NAME OF APPOINTEE Conrad J. Pickett
(Please verify correct spelling of name)

E-MAIL ADDRESS: _____

BUSINESS ADDRESS: _____

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

HOME ADDRESS: _____

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

DOES THE PROPOSED APPOINTEE HAVE A RELATIVE WORKING FOR THE CITY? YES: ____ NO X

IF SO, PLEASE PROVIDE HIS OR HER NAME, CITY POSITION AND RELATIONSHIP TO THE PROPOSED APPOINTEE:

HAS APPOINTEE BEEN A MEMBER OF OTHER CITY BOARDS/COMMISSIONS/COMMITTEES? IF SO, PLEASE PROVIDE NAMES AND DATES: N/A

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

NAME OF INCUMBENT: Jayvant Desai

EXPIRATION DATE OF INCUMBENT: 03/15/2017

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

DATE OF APPOINTMENT: 04/04/2017

TERM BEGINS ON : 03/16/2017

EXPIRATION DATE OF NEW APPOINTEE: 03/15/2019

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: XX

2nd TERM: _____

UNEXPIRED TERM: _____

CONRAD J. PICKETT

PROFESSIONAL SUMMARY

I am a 3rd generation REALTOR®, highly motivated to start this profession at a very young age, completing all core and elective Real Estate courses before finishing high school. By taking that initiative, I was able to leave El Paso to further enhance my education at the college level to pursue my Education degree. At the time of the decision whether to continue on this path or choose Real Estate, Real Estate is what gave me the drive I needed to be successful, moving back to El Paso so this dream could be a reality. Instantly realizing the importance of involvement in my profession, acquiring visionary leadership, I dedicated myself to multiple committees managing my time allowing for profitable, increasing business along with the capability of building a results-driven, lead capturing, business enhancing character. This hard work and self-motivation has made a creator of viable solutions and marketing strategies that foster business growth, magnifying overall business and ultimately personal performance.

CORE COMPETENCIES

Strategic Business Planning
Retention Strategies
Contract Management

Market/Business Development
Client/Public Relations
Sales/Customer Service Strategies

Brand Recognition
Leadership Development
Operations Management

LICENSE/CERTIFICATION

State of Texas License Real Estate Agent (License # 0698081)

PROFESSIONAL EXPERIENCE

EL PASO GOLDEN REAL ESTATE, El Paso, Texas
Real Estate Agent

2013 – Present

- Interview applicants to develop information concerning their needs and desires, obtain and analyze pertinent financial and credit data to determine whether a loan would be an acceptable risk.
- Accompany qualified buyers to property sites, quote purchase price, describe property features, and discuss conditions of sales.
- Prepare and review contract and loan packages for proper documentation, checking for all legal documents, legal descriptions, note amounts, and signatures to ensure compliance with the terms of each loan; coordinate with Mortgage Processors and Underwriters to ensure loans are being processed, approved, and closed in a timely manner.
- Prepare and present bids on behalf of the customer, negotiating the contract between the buyer and seller keeping in scope with all state and federal regulations.
- Study property listings and pursue generate property leads directly managing advertising and sales efforts with an emphasis on new business development and customer relations.

- Serve as the key contact for the organization to create referrals for future business and added profitability; integrate profitable marketing plans to create awareness and preference to achieve satisfaction levels that enable further sales, generate traffic, and ensure a constant influx of potential clientele.
- Oversee the solicitation of bids and contract negotiations for all subcontractors and service providers included in any real estate transaction.

SERVICE TO THE REAL ESTATE INDUSTRY

- Greater El Paso Association of REALTORS® member
- Greater El Paso Assoc. of REALTORS® Education Co-Chairman 2015
- Greater El Paso Assoc. of REALTORS® Education Chairman 2016
- Women's Council of Realtors Strategic Partner Chairman 2014 & 2015
- Greater El Paso Assoc. of REALTORS® Young Professional Network Chairman 2014, 2015, & 2016.
- Elected Board Member 2015 for the year of 2016 to the Greater El Paso Assoc. of REALTORS®
- Greater El Paso Assoc. of REALTORS® Governmental Affairs Committee member, 2017.
- Greater El Paso Assoc. of REALTORS® Education Committee Member, 2017.

CIVIC ACTIVITIES

- Campaign Assistant: Serve as an integral assistant to campaigns assisting with the reelection efforts of political candidates during their campaign; attend campaign operations including participation of block walking, fundraising, advertising, polling and having direct contact with the public to encourage the vote and support reelection/election efforts.
- Collection and distribution of items such as canned goods, toys, jackets, sweaters, and other necessary items asked by and donated to local shelter home Dame La Mano.
- Collection and distribution of items necessary for a turkey dinner asked for and donated to local schools such as El Dorado High School, Clint Early College, and Paso Del Norte Child Development Center.
- Host and attendee of many car club charity events collecting and distributing funds, toys, and other necessary items. Foundations include "Boys and Girls Club of El Paso", "Wounded Warrior Foundation", "Hanks High School", and many more.
- Speak and meet with St. Raphael School Students on Alumni Day, annually, to encourage kids on perseverance in life and expectations of the world. To include the positive outcome of attending a private school and having the relationships built with teachers and friends that last a lifetime.

EDUCATION

- Completed core coursework in general studies of Education.
- El Paso Community College/Austin Community College

Family working in life
Home address