



OFFICE OF THE MAYOR

September 9, 2019

Mr. Tyler Grossman
Executive Director
El Paso Fire and Police Pension Fund Board of Trustees
909 East San Antonio
El Paso, TX 79901

Dear Mr. Grossman,

This is to advise you that I am appointing Ms. Lee Ellen Banks as my citizen appointee to the El Paso Fire and Police Pension Fund Board of Trustees in fulfillment of my statutory responsibility. This appointment will expire on September 30, 2023. Attached is her resume.

If there are any questions concerning this matter, please feel free to contact my office.

Sincerely,

A handwritten signature in blue ink, which appears to read "Dee Margo".

Dee Margo
Mayor

DATE: 9/9/19

TO: City Clerk

FROM: Mayor Margo

ADDRESS: 300 N Campbell St. TELEPHONE 915-212-1051

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

Agenda for the Council Meeting of September 17, 2019

Notification of appointment of Lee Ellen Banks to the El Paso Firemen & Policemen's Pension

Item should read as follows: Board by Mayor Dee Margo.

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Fire and Police Pension Fund Board of Trustees

NOMINATED BY: Dee Margo DISTRICT: Mayor

NAME OF APPOINTEE Lee Ellen Banks

(Please verify correct spelling of name)

E-MAIL ADDRESS: _____

BUSINESS ADDRESS: _____

CITY: El Paso ST: TX ZIP: 79922 PHONE: 915-585-0030

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: N/A

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

LIST ALL REAL ESTATE OWNED BY APPOINTEE IN EL PASO COUNTY (BY ADDRESS):

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

NAME OF INCUMBENT: Presi Ortega

EXPIRATION DATE OF INCUMBENT: 9/30/2019

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

DATE OF APPOINTMENT: 9/17/19

TERM BEGINS ON: 10/1/2019

EXPIRATION DATE OF NEW APPOINTEE: 9/30/2023

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

2nd TERM: _____

UNEXPIRED TERM: _____

Lee Ellen Banks, CPA

Summary of Qualifications

Accomplished financial executive with background of progressively responsible and diversified experience in accounting, budgeting, and strategic planning. Valuable combination of financial acumen integrated with highly developed interpersonal skills. Exceptional overall business perspective with demonstrated ability to exceed goals with a proven history of sound financial advice. Solid project management skills with effective combination of directing multiple priorities and generating innovative strategies to meet and exceed performance objectives.

Core Competencies:

*Forecasting, Reporting & Analysis
Budgeting & Cash Flow Optimization
Multi-Million-Dollar Financial Planning
Pricing & Invoicing Management
Strategic Planning & Development*

*General Ledger Administration
Project Management
Capital/Operating Budget Development
Statistical Information Accumulation
Team Building & Leadership*

Professional Experience

Diversified Interiors (Commercial Subcontractor) Controller

El Paso, TX
2019 to Present

- Manage the financial affairs of the large commercial construction firm.
- Provide leadership and guidance to the administrative team of Human Resources, Accounting, and Purchasing.
- Partner with key advisors for banking, legal, accounting, and tax solutions and services.
- Review, analyze, and improve the company's use of its construction accounting software.

Lone Tree Strategic Operations, LLC (Family Office – Private Investor in Paradise Valley, AZ) Controller

El Paso, TX
2014 to 2019

- Managed the financial affairs of the Family Office to include the company, family and related investments.
- Designed and implemented financial and accounting systems, processes, tools, and controls to manage, monitor and communicate financial affairs.
- Advised principal on business decisions to include operations, estate planning, real estate, and airplane assets.
- Partnered with key advisors for private banking, legal, accounting, and other solutions and services.

Varay Systems, LLC (Information Technology Solutions Consultant) Controller

El Paso, TX
2012 to 2014

- Managed the financial affairs of the company.
- Prepared monthly financial statements, financial forecasts and monthly financial reviews.
- Developed a budgeting and forecasting tool, along with the President, to better understand and manage the operating results of the company.
- Managed the Human Resources affairs of the company to include employee payroll, retention, recruitment, and morale.

ReadyOne Industries, Inc. (AbilityOne Government Contractor – Manufacturing) Controller

El Paso, TX
2008 to 2012

- Assisted CFO with the financial affairs of the organization.
- Managed 12 employees in Financial & Cost Accounting, Credit & Collections, Accounts Payable and Payroll.
- Led reorganization of the team and responsibilities to meet the changing demands of the business (ERP results and lower unit volumes, smaller production runs, and more contracts under management)
- Served as Management representative, along with CFO and CEO, to the Audit Committee of the Board of Directors.

Lee Ellen Banks, CPA

Perry Ellis International Corp. (Leading Designer, Distributor, and Licensor of Apparel) Tampa, FL
Vice President, Budget & Financial Analysis 2005 to 2008

- Directed the financial management, budgeting, planning and analysis for the Bottoms Division with revenues in excess of \$300M and direct SGA of \$25M.
- Consolidated and approved all revenue forecasting, financial reviews, quarterly P&L forecasting and annual budgets.
- Participated in corporate strategic planning process.
- Coordinated with Corporate FPA team on financial management, planning and analysis.
- Championed successful customer give-back program resulting in additional profit to organization of \$1M.
- Assisted with consolidation of Tampa finance/accounting activities to shared service operation at Corporate during acquisition.

Tropical Sportswear International, Corp. (Designer and Distributor of Apparel) Tampa, FL
Vice President, Budget & Financial Analysis 2002 to 2005

- Financial planning and analysis, forecasting and budgeting for publicly traded men's apparel firm, revenues \$370M, while filing for Chapter 11 bankruptcy protection.
- Assisted turnaround management consultants, CFO and CEO with cash flow modeling and reporting, bank group presentations, P&L projections, due diligence on asset purchase agreements, bankruptcy filing preparation and due diligence with financial advisors to the creditor's committee.
- Prepared annual projections for existing and new loan agreements during turnaround period and bankruptcy.

Previous Experience

Various Controller, Accounting and Finance positions at Savane International/Farah USA, Inc. and El Paso Electric Company, both in El Paso, TX.

Education New Mexico State University Las Cruces, NM
Bachelor of Accountancy

Certifications Certified Public Accountant, Texas

Honors New Mexico State University College of Business Distinguished Alumna 2013
Junior League of El Paso, Inc. Sustainer of the Year 2018

Affiliations Leadership Women Board Member and Graduate of Leadership Texas 2011
President's Associates Scholarship Board Member - New Mexico State University
El Paso Chapter of CPA's
New Mexico State University Foundation
Rio Grande Cancer Foundation
El Paso Marathon Foundation
Executive Forum
Junior League of El Paso
Leadership El Paso - Class 16