

DATE: 9/25/2019

TO: City Clerk

FROM: City Representative Henry Rivera, District 7

ADDRESS: 300 N. Campbell TELEPHONE 915.212.0007

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

Agenda for the Council Meeting of October 1, 2019

Re-appointment of Todd Miller to the Veterans Affairs Advisory Committee by City

Item should read as follows: Representative Henry Rivera, District 7

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Veterans Affairs Advisory Committee

NOMINATED BY: City Representative Henry Rivera DISTRICT: 7

NAME OF APPOINTEE Todd Miller
(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: N/A

HAS APPOINTEE BEEN A MEMBER OF OTHER CITY BOARDS/COMMISSIONS/COMMITTEES? YES IF SO, PLEASE PROVIDE NAMES AND DATES: FAIR HOUSING TASK FORCE FROM 9/6/16-4/27/18

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: Todd Miller

EXPIRATION DATE OF INCUMBENT: 10/19/2019

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

DATE OF APPOINTMENT: 10/1/2019

TERM BEGINS ON : 10/20/2019

EXPIRATION DATE OF NEW APPOINTEE: 10/20/2021

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

2nd TERM: _____

UNEXPIRED TERM: _____

TODD S. MILLER

Executive Summary

CAM, CAMT and CPO certified Regional Supervisor with 7 years of Property Management experience, combined with a 15 year history as a management professional in a Military environment. Developed and implemented successful policies, procedures, and budget variance/compliance reports. Currently multi-site supervising 13 properties with 1687 units and 69 employees in El Paso, TX. Expert knowledge of budgets, financials, resident retentions, marketing, employee supervision, one site, yardi, entrada, policy, purchase orders, invoicing, due diligence/acquisitions, LIHTC, tax credits, Rehabs and property beautification.

Professional Background

Regional Supervisor, Region V

2011-Present

Integrity Asset Management

El Paso, TX

NAA certified apartment manager (CAM), CAMT (certified apartment maintenance technician) & CPO (certified pool operator) whom oversees 13 multi-family housing communities with 1687 units and 69 employees. Also responsible for the day to day operations, retention, marketing, lead generation, maintenance, administration, collections, legal actions and supervision of the properties. I send monthly budget variance and owner reports to my investors and I was responsible for developing the budgets for all my properties, all of which my investors approved.

- An article was published about me in the TAA (Texas Apartment Association) unit's magazine. I was chosen from all of Texas for an article on Veterans in the multi-family housing industry. I also won the El Paso Apartment Association's Manager of the Year Award 2015. I was selected as the winner for the entire city of El Paso and 200 other property managers. I have been nominated for the Texas Apartment Association's Manager of The Year award. I was also awarded the Bill Wolinger Dale Carnegie leadership scholarship for 2016. I also received the Integrity Above and Beyond Award for 2013, as well as the Integrity Attitude Award for 2012.
- Tenacious and capable Regional Supervisor, whose ability is second to none. I possess the ability to provide excellent customer service, remain empathetic and not compromise policies or protocol.
- Leased up two new developments in El Paso, TX and had the properties occupied at or above 90% occupied within 3 months of completion.

Additional Work Experience

Non Commissioned Officer

1997 to 2008

US Army

El Paso, TX

Director of Logistics

2008 to 2011

NAPCO

San Antonio, TX

Education

D,D, Divinity, Minor: Christian Counseling

2012

Agape Seminary

Louisville, KY

GPA: 4.0, Major GPA: 4.0

B.S., Public Administration

2018

University of Phoenix

El Paso, TX

GPA: 3.2, Major GPA: 3.2

Affiliations

- I am an elected member of the El Paso Apartment Association's Board of Directors. I am the Chairman of the Governmental Affairs Committee. I am a member of the legislative review committee for the Texas Apartment Association, I work closely with TAA to ensure legislation that passes is favorable to our industry.
- I am an appointed member by my district representative and sit on the El Paso Fair Housing Task Force. I was appointed to this position by my city council representative and the mayor.
- Master Mason Freemasons, San Antonio, TX, 2001. I have been a member of the Freemasons since 2001. We provide support/aid to our communities, those in need and the less fortunate. We make good men better.

Licenses

- Certified Apartment Manager (CAM), NAA
Certified Pool Operator (CPO), NSPF
Certified Apartment Maintenance Technician (CAMT), NAA

Training

- LIHTC, Section 8, Tax Credits, Due diligence, Acquisitions, Rehabs, CPR, Entrata, One Site, Yardi, Microsoft Office, Budget Preparation, Marketing, Security, Resident Retention, Lead Generation and CPO (Certified Pool Operator), Certified Apartment Maintenance Technician (CAMT), Dale Carnegie Leadership Graduate.

Honors

- El Paso Apartment Association 2015 Manager of the Year Award (over 200 units). Above And Beyond Award Integrity Asset Management, El Paso, TX, 2013. Received this award for my willingness to take on new projects and responsibilities. Received NAA 2016 Bill Wollinger, Dale Carnegie Leadership scholarship.
- Article Published in Texas Apartment Association UNITS magazine, El Paso, TX, 2012. Article was published about me in the TAA magazine UNITS. I was chosen from all of Texas for the article about Veterans in our industry.
- Attitude Award Integrity Asset Management, El Paso, TX, 2012. Received this award for always having a positive attitude no matter the obstacle. Also, for my willingness to help superior, peers and subordinates alike.

Volunteer

Volunteer
El Paso Historical Society
Volunteer to preserve and promote the history of El Paso.

2012 to Present
El Paso, TX