



Board Appointment Form

City Clerk

Submitted On:

May 16, 2023, 03:16PM MDT

Appointing Office	Representative Brian Kennedy, District 1
Agenda Placement	Consent
Date of Council Meeting	Tuesday, May 23, 2023
Name of Board	Historic Landmark Commission
Agenda Posting Language	Appointment of Charles Mais to the Historic Landmark Commission by Representative Brian Kennedy, District 1
Appointment Type	Regular
List the nominee's qualifications to serve on this Board	Mr. Charles Mais is a local Architect with expertise in historic preservation.
Nominee Name	Charles Mais
Nominee Email Address	[REDACTED]
Nominee Residential Address	[REDACTED]
Nominee Primary Phone Number	[REDACTED]
Which District does the nominee reside in?	County of El Paso
Does the appointee have a relative working for the City?	No
Has the appointee been a member of any other city boards?	Historic Landmark Commission 2021 2022
List all real estate owned in El Paso County	[REDACTED]
Previous Appointee	Nadia Baem
Reason for Vacancy	Removed
Date of Appointment	May 23, 2023
Term Begins On	October 21, 2021
Term Expires On	October 28, 2023
Term	Unexpired Term
Upload File(s)	Mais HLC Resume.pdf

CHARLES MAIS

DESIGN PROFESSIONAL

Architecture and Interior Designs | Documentation | Project Management | Graphic Designs Conceptualization / Design Strategies and Architectural Solutions | Client Management and Presentation | Logistics/Scheduling/Tracking

PROFILE OVERVIEW

- ✓ Extensively experienced in space planning, schematic design, design development, construction documentation and construction administration. Technical proficiency includes AutoCAD, Adobe Photoshop, SketchUp, MS Project and MS Office Suite. Proven record of success in creating and implementing AutoCAD office standards. Registered architect in the State of Texas; working towards LEED accreditation and NCARB certification.
- ✓ Seasoned and innovative professional, equipped with 18 years of varied experience in Hospitality, Education, Commercial and Retail fields. Distinct creativity as evidenced by numerous project accomplishments and ability to impact overall company performance. Exemplifies diverse and unique multitasking leadership and business skills. Detail-oriented and comfortable performing in deadline-driven environments. Accustomed to performing initial project programming and research; and managing projects from conception to delivery.
- ✓ In-depth capacity to convey creative ideas to clients and innovatively complete projects with complex design specifications, ranging from small scale remodels to multimillion dollar hotel and casinos. Collaboratively works with and provides training to other professional staff to communicate and enhance ideas. Highly skilled at researching for design elements that further enhance concepts.

PROFESSIONAL EXPERIENCE

PSRBB Architects, El Paso, TX

Principal/Owner

Principal Architect, TX License No. 26455

2021-Present

- Co-owner of the 15 employee company focusing on architecture of commercial properties, K-12 Education and Higher Ed projects and Industrial projects
- Collaborate with clients to develop architectural designs according to owner provided programs
- Develop conceptual and Schematic design plans, working through design development to finalize concepts
- Establish design direction for projects and the overall firm
- Site Evaluation and Master Planning

Ysleta Independent School District, El Paso, TX

Construction Project Manager II

Project Liaison/ Project Manager

Environmental Department Supervisor

2016-2021

- Provide oversight/support for, and report directly to, the Chief Operations Officer for a \$450 million school bond program; including project management and tracking for new campus projects, campus addition/renovation projects and campus wide infrastructure upgrade projects; ensuring projects are delivered within district budget, timeline and quality requirements
- Development of conceptual design packages, cost/feasibility studies and entitlements for prospective campus addition and renovation projects. Directly responsible for project management of approved projects; ensuring project delivery
- Create and implement annual Campus Transition Plans to ensure successful movement and relocation of multiple campuses within limited and strict summer timeframes. Transition planning includes: creating transition scheduling and timelines; meeting with and coordinating campus administration, district departments and personnel; identification, tracking and warranting inventory delivery; and on site supervision of the physical relocation/distribution of district equipment and physical assets
- In conjunction with the Chief Operations Officer; developed the Facility Master Plan living document, which clearly states the district's overall plan for campus improvement and preventative maintenance for a 10 year period

CHARLES MAIS

- Direct supervisor to the district CADD Technician and Environmental department, which handles asbestos and hazardous waste removal and also maintain the overall pest management plan for the district
- Provide direct support to the Director of Maintenance and Operations and coordinate with the Maintenance Supervisor to ensure the initiation and completion of approved preventative maintenance projects

Ysleta Independent School District, El Paso, TX

Project Manager/CADD Technician

2013-2016

- Development of conceptual design packages, cost/feasibility studies and entitlements for prospective new school campuses and renovation projects for presentation to the district Superintendent and School Board of Trustees
- Perform project research, site analysis, design and development of site master plans for prospective school district projects
- Perform independent research of technical solutions for design-driven tasks
- Resolve design issues resourcefully and cost effectively during project planning, documentation and construction life spans
- Manage and organize the entire project and informational archives for the school district; including over 65 campuses and district properties

Alvidrez Architecture Inc., El Paso, TX

Senior Project Manager / Designer

2009-2013

- Planned project work efforts for developing project documents at all phases of the design process
- Facilitated designs based on project requirements for the project and design teams
- Applied concepts and intent of building codes to projects to ensure that local municipal design reviews were completed efficiently and smoothly
- Produced clear and coordinated construction documents, specifications and addenda; as well as, managed bidding and construction administration processes
- Collaborated with the project team and design consultants to ensure successful completion and on time delivery of design and architectural projects

CM3 Nevada, Las Vegas, NV

Freelance Designer and Project Manager

2008-2009

- Managed and streamlined overall planning and operations of design firms; providing conceptual and schematic design development services as well as construction documentation and administration for various direct and sub-contracted projects including casinos, culturally-inclined restaurants, first class hotels and exhibit spaces.
- Directly interface and negotiate design specifications with clients; thoroughly analyze functional requirements to effectively develop scope of work and implement design strategies in accordance to budgetary guidelines and client demands. Ensure quality and cost-effectiveness of design materials to guarantee optimum client satisfaction. Project accomplishments include Marriott Grand Chateau, Andre's French Restaurant, Titanic Museum Exhibit Space, and Majestic Star Hotel and Casino.
- Worked with multiple clients such as Urbane Design, Tremaine + Associates, Tandem and Cleo Design

Tandem, Las Vegas, NV

Senior Project Manager / Designer

2006-2008

- Appointed by the firm principals as one of the designers and senior project managers. Developed and oversaw overall architectural projects from initial design to completion. Co-developed project plans and architectural solutions while coordinating workflow for mid-range to high-end hospitality, commercial and retail projects.

CHARLES MAIS

- Worked with team members in managing remodel and expansion projects, and served as designer / lead project manager for Pala Casino in California. Ensured timely completion and innovative redesign of the casino's architectural features and facility expansions involving the development and design of the high limit area, center bar, buffet and poker room.
- Coordinated and ensured on time completion of other projects, including but not limited to Atlantis Hotel and Casino, Pala Hotel and Casino, and Annie Creamcheese retail store.

Paul Steelman Design Group, Las Vegas, NV

Job Captain/Project Manager

2004-2006

- Collaborated with the designated design team in streamlining all phases of design, including design presentations, construction documents, 3D models and animations.
- Participated in developing presentation packages and design development for Toby Keith Bar. Spearheaded the final design stages and directly interacted with clients to coordinate design modifications. Coordinated and ensured successful design projects including Voodoo Lounge and Altitude Nightclub.

Friedmutter Group, Las Vegas, NV

Junior Designer /Job Captain

1999-2004

- Initially served as an entry-level runner and earned fast-tracked promotion to junior designer, job captain, designer and eventually project manager. Partnered with the Director of Design and collaborated with team members to ensure proficient project execution in all phases of the design and construction processes.
- Optimized creativity in developing presentation packages and construction documents for various projects including small-scale bar/taverns to multi-million dollar hotel and casino projects.
- Developed an innovative initial brand design for Golden Gaming Inc., improving their mid-level and high-end properties with additional projects perpetuated in accordance to original brand design of the company. Maintained proficiency and accountability in managing projects and developing designs, as well as in providing senior members of the company more opportunity to work on larger scale multi-million dollar casino projects.

EDUCATION

BACHELOR OF SCIENCE IN ARCHITECTURE (2000)

University of Nevada, Las Vegas, NV

ARCHITECTURAL LICENSURE

- Registered architect in good standing in the State of Texas; License #: 26455

AWARDS

- Co-developed the architectural design of the Annie Creamcheese retail facility, which was awarded "Best Retail Space" at the 2007 HOSPY awards banquet.
- Co-developed the interior design for a hotel suite for the El Cortes Hotel and Casino, Suite Design Competition; which was named one of the top 4 finalists

APPLICABLE SKILLS

- Bilingual; English and Spanish
- Asbestos Supervisor Certification Training