

DATE: 05/17/2022

TO: City Clerk

FROM: Peter Svarzbein Representative of District 1

ADDRESS: 8001 N. Mesa E-118 TELEPHONE 915-205-1469

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

Agenda for the Council Meeting of May 24, 2022

Appointment Justin Bass to the Zoning Board of Adjustment as a Regular Member by

Item should read as follows: Representative Peter Svarzbein, District 1

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Zoning Board of Adjustment

NOMINATED BY: Representative Peter Svarzbein DISTRICT: 1

NAME OF APPOINTEE Justin Bass
(Please verify correct spelling of name)

E-MAIL ADDRESS: [REDACTED]

BUSINESS ADDRESS: _____

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

HOME ADDRESS: [REDACTED]

CITY: El Paso ST: TX ZIP: [REDACTED] PHONE: [REDACTED]

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: NONE

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

NONE

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

NAME OF INCUMBENT: Don Luciano

EXPIRATION DATE OF INCUMBENT: October 1, 2021

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

DATE OF APPOINTMENT: May 24, 2022

TERM BEGINS ON: May 24, 2022

EXPIRATION DATE OF NEW APPOINTEE: October 01, 2024

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

2nd TERM: _____

UNEXPIRED TERM: _____



Justin D. Bass

Education

University of North Texas, Denton, TX.
Master of Arts, Public Administration

Dec 2008

Texas A&M University, College Station, TX
Bachelor of Science, Sociology

Dec 2005

Professional Experience

PyroCom Systems, Inc.
Project Manager

Dec 2019 - Present

- Manage the installation of low voltage systems on multiple active construction projects
- Coordinate interconnectivity of low voltage systems with other trades
- Communicate project status and schedule to other trades and general contractors
- Track project budget and man hours to assure projects are delivered per contract scope
- Supervise multiple projects with multiple foremen and teams

City of El Paso, TX
Lead Planner

Nov 2015 - Dec 2019

- Managed, implemented, and revised Neighborhood Traffic Management Program (NTMP)
- Project managed TxDOT-funded Great Streets & Corridor Plan and Bike Plan & Program
- Project managed Quality of Life bond and Capital Improvement Plan projects
- Managed creation and execution of new right-of-way permit review process
- Led and participated in special projects related to Lean Six Sigma, memorial markers, and small cell infrastructure
- Acted as Streets & Maintenance Department liaison for street infrastructure projects

City of El Paso, TX
Planner - El Paso Ballpark

Apr 2013 - Nov 2015

- Acted as assistant project manager for construction of Southwest University Park
- Oversaw and handled disbursement of multi-sourced, multimillion dollar budget
- Worked with Union Pacific Railroad to design solutions to trainway encroachments
- Contributed to and monitored redesign and construction of Missouri Avenue
- Communicated between City departments, general contractor, ownership, media and residents

El Paso Water Utilities/City of El Paso, TX
Administrative Analyst

Jan 2013 - Apr 2013

- Supervised two procurement analysts and a bid clerk
- Assisted in the formal bidding process
- Reviewed informal purchases for compliance
- Reviewed bid tabulations for compliance and accuracy

City of El Paso, TX
Planner

Mar 2010 – Jan 2013

- Processed cases - plats, vacations, text amendments, five-day reviews, address changes, etc.
- Participated in weekly Development Coordinating Committee meetings
- Presented at City Plan Commission and Open Space Advisory Board meetings
- Prepared staff reports, PowerPoints, and supplementary documents for public meetings
- Interacted with citizens and developers in regard to planning issues - Planner of the Day
- Researched and proposed viable amendments to current municipal ordinances
- Drafted legal ordinances and deeds for proposals needing such documents
- Assisted in the training and supervision of new coworkers

City of Burleson, TX
Economic Development Specialist/Planner

May 2009 – Nov 2009

- Aided in recruitment of businesses to the City of Burleson
- Conducted economic and demographic analysis using CoStar and DemographicsNow
- Reviewed plat, zoning, site plan, variance and planned development submittals
- Attended and participated in P&Z and City Council meetings
- Participated in Development Assistance Committee meetings
- Prepared briefings, PowerPoints, and other materials for public meetings
- Interacted with citizens and developers in regard to planning issues

City of Colleyville, TX
Urban Planner

Jan 2008 – May 2009

- Reviewed plat, zoning, site plan, variance and planned development submittals
- Attended and participated in ZBA, SBA, P&Z, and City Council meetings
- Facilitated Development Review Committee bimonthly meetings
- Prepared briefings, packets, and PowerPoints for public meetings
- Authored trimester issues of the Colleyville Development Journal
- Interacted with citizens and developers in regard to planning issues
- Assisted in the training and supervision of summer intern

Other Experience

Lean Six Sigma

Greenbelt Trained

Neighborhood Leadership Academy (Community Development Program)

Graduate

Managing For Results for the City of El Paso (MFR)

Facilitator

Professional Memberships

FBICAAA (FBI Citizens' Academy Alumni Association)