

# JAMES T. SAINT, CCIM

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## DIRECTOR / MANAGER – REAL ESTATE MANAGEMENT

### Expertise in International & Domestic Corporate Real Estate

Dynamic management professional with more than 20 years of added value and expertise in all facets of real estate asset and property management. Creates synergy that reduces costs and increases profitability. Outstanding leadership abilities; able to coordinate and direct all phases of project-based efforts while managing, motivating and leading project teams. Adept at developing effective policies, procedures and business specifications, as well as project documentation and milestones. Cultural sensitivity with impeccable integrity and work ethic.

- Strategist with deep financial acumen, extensive operational experience and business foresight. Developed partnerships with Board of Directors and senior executive teams to identify, evaluate, select and execute the strategies and initiatives to achieve value-building objectives.
- Leadership excellence in building dedicated teams and instilling a company-wide high-performance culture.
- A recognized leader in developing and implementing plans for acquisition, ownership, management and disposition of commercial real estate for both private and corporate investors.
- Consistent success developing the systems, processes and methodologies to reorganize and revitalize administrative operations, increasing revenues and enhancing profitability.
- Strong planning, organizational development, office technology and general management qualifications. High impact, decisive thinker with insightful problem solving and project management skills.
- Experienced with real estate management in the U.S. and Middle East.

### CORE COMPETENCIES

Revenue Enhancement & Recovery ♦ Portfolio & Asset Management ♦ Property, Tenant & Vendor Management  
Corporate Facility Management ♦ Demographic & Site Location Analysis ♦ Operational & Financial Management  
Contract Negotiations ♦ Vendor Contract & Utilization Analysis ♦ Capital & Tenant Improvement Projects  
Lease Documentation Audit & Forensic Analysis ♦ Loan & Financial Documents ♦ Corporate & Partnership Documentation

### CAREER EXPERIENCE

Halo Realty & Investments Corporation Las Vegas, Nevada <i>Asset and Property Management Company</i>	<b>CHIEF OPERATIONS OFFICER</b>	1988 – Present
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Advocate of and consultant for a variety of corporate projects and portfolios throughout the western United States, ranging in various sizes of up to \$100M in value and more than 530,000 square feet. Creatively organized and directed asset management, property management and commercial brokerage services according to client business initiatives. Developed and facilitated innovative processes, performances and payoff measurements to assist corporate clients in analyzing real estate assets for definition and reduction of costs.

#### KEY ACHIEVEMENTS

- Revitalized a \$35M, 398,000 square foot Class A and B office building portfolio in Southern California as the architect of a major maintenance renovation and lease-up plan and identifying more than \$150K in uncollected rent, resulting in improved third party vendor service delivery, 15% reduction in operating costs and 8% increase in occupancy.
- Initiated and supervised reorganization and daily operations for an \$11M, 300,000 square foot warehouse distribution center in Las Vegas, Nevada for a corporate joint venture partnership; oversaw a \$2M CAPX renovation and restoration. Lease-up and marketing campaign resulted in an increase in occupancy from 35% to 100% in 26 months, with ultimate sale to an investment pension fund achieving a 191% return of investment.
- Negotiated leasing and disposition transactions for several large-scale, multi-state portfolios, including the \$15M debt reduction of a \$100M corporate real estate portfolio in CA, AZ, NV and TX.
- Consulted with multiple small business owners in locating and negotiated leases for various commercial real estate applications, including industrial, office and retail ranging in size from 3,500 square feet to more than 80,000 square feet.

Al Rushaid Real Estate Division

**GENERAL MANAGER**

2008 – 2009

*Eastern Province, Al Khobar, Saudi Arabia*  
*\$207M Saudi Arabian mixed-use portfolio*

Directed and supervised reorganization of a \$207M mixed-use portfolio in Saudi Arabia that included: 148,000 square feet of Class B office facilities, 157,000 square feet of warehouse space, 273,000 square feet of manufacturing and storage facilities on a 73-acre industrial campus, as well as luxury residential compounds with villas and apartments, five restaurants and cafés and staff quarters with mess facilities. Strategically targeted and acquired new commercial and residential tenants for available space. Managed and mentored senior department managers along with more than 450 staff members of various nationalities for internal departments including administration, drivers, maintenance, landscaping, housekeeping, catering and security. Streamlined several administrative and maintenance functions to reduce inconsistencies, redundancies and better support the day-to-day operations of the Real Estate Division.

**KEY ACHIEVEMENTS**

- Organized and launched a major \$4.8M CAPX renovation project with annual revenue budget of \$18.6M.
- Originated marketing and leasing campaign resulting in increasing residential occupancy by 5% with residential rents being increased at above average annual increases during initial six months.
- Reduced \$1.6M in accrued monthly receivables during initial three months through lease documentation auditing and forensic analysis.
- Originated new residential and commercial lease documentation with timely lease renewal tracking functions.

MedCap Properties Management

**REGIONAL PROPERTY MANAGER**

2001 – 2003

*Las Vegas, Nevada**National Real Estate Owner and Management Firm*

Planned and supervised all operating activities of a \$65M, 360,000 square foot medical office campus in Las Vegas, Nevada including leasing, tenant improvements, property CAPX improvements and ongoing maintenance and improving third party vendor relations and service delivery.

**KEY ACHIEVEMENTS**

- Identified more than \$1M in previously uncollected rent through lease documentation auditing and forensic analysis.
- Originated marketing and lease-up campaign increasing occupancy by more than 10% in two years.
- During first six months, converted 25% of project's month-to-month tenants into long term leases.
- Successfully converted expiring leases into mid-to-long-term leases (25% of NV portfolio in year 1; 35% in year 2).
- Competed against 108 portfolio projects and was subsequently honored with the Most Improved Campus Project award in 2002 for improving tenant-management relations and increasing overall project value.

**PROFESSIONAL DEVELOPMENT**

**Chartered Facilities Management Surveyor**, (RICS) Royal Institution of Chartered Surveyors, London, UK (2009)

**MRICS** (Member, Royal Institution of Chartered Surveyors) Royal Institution of Chartered Surveyors, London, UK (2009)

**CCIM** (Certified Commercial Investment Member), Commercial Investment Real Estate Institute, Chicago, IL (1993)

Bachelor of Science – Business Management Program ('not completed'),

University of Maryland - Europe, United States Armed Forces Institute

Nevada Real Estate Broker / Property Management (1993 - Present)

Colorado Real Estate Broker (1989 - 1998); California Real Estate Salesman (1988 - 1992)

**AUTHORED and PUBLISHED ARTICLES**

*New Strategies Required for IRE Portfolios – Will You Be Ready? (view point of Real Estate Lessor)*, October 2010

*New Strategies Required for CRE Portfolios – Will You Be Ready? (view point of Corporate Lessee)*, July 2010

*NAICS History*, July 2007

*Pre-Planning Needed For Your Next Office or Warehouse Re-Location*, April 1995

*Preliminary Negotiations of a Commercial Lease Agreement*, January 1995

*Corporations Rediscovering Real Estate*, July 1994

*Leasing/Buying Real Estate is a Significant Commitment*, March 1994

**WEB LINKS**

LinkedIn Profile: [www.linkedin.com/in/jamestsaicccim](http://www.linkedin.com/in/jamestsaicccim)

Personal Web Site: [www.james-t-saint-ccim.com](http://www.james-t-saint-ccim.com)