

Hannah E. Lane

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- Experience:** Ascentia Real Estate Holding, Co. Littleton, CO April 2018 – October 2024
Area Manager - February 2022 – October 2024
- Coordinated with Arapahoe County and City of Aurora to permit, title and obtain certificate of occupancy, through the building inspection schedule on new and abandoned homes, increasing economic occupancy by 30 home sites
 - Managed budget planning for annual NOI, decreasing expenses and increasing rent rates resulting in 7% NOI growth to budget
 - Collaborated with vendors and stakeholders throughout capital improvement projects to boost curb appeal and utility infrastructure resulting in a 20% retention YOY
 - Grew team by 60%, created maintenance and office team training plans, and decreased work order turn time by 80%
 - Sold 40 outdated units for removal from the property totaling \$1 Million in gross sales revenue
- Operations Project Coordinator - June 2019 – February 2022*
- Investigated manufactured home community owners for the purpose of sale proposals in existing markets, leading to two properties going under contract
 - Explored vacant land near existing properties for feasible community expansion leading to a 2% home site expansion across the portfolio
 - Facilitated training and collaboration with new property managers increase in manager retention by 30% YOY
 - Performed annual evaluation of rent comparisons and utility costs to determine appropriate increases by region, recommendations provided to the Executive Team
 - Ad hoc project management
- Utility Consultant - April 2018 – June 2019*
- Analyzed utilities for the portfolio resulting in a centralized collection of service agreements, account information and annual company savings of \$300K
 - Transitioned a new resident billing vendor and refined process and procedures to streamline efficiency for the field operations
- Clifton Larson Allen, LLP Greenwood Village, CO January 2016 – April 2018
Accountant - Small Business (<\$50 Million Gross Revenue) outsourcing including but not limited to:
- Generated financial statement compilations and month end close documents for clients to comply with State and IRS reporting standards
 - Generated Sales, Payroll and Personal Property Tax & 1099s for clients to comply with quarterly and annual State and IRS reporting standards
 - Established modern accounting software programs and designed individual client policy & procedures for software use then maintained ongoing technical support
- Education:** University of Denver, Denver, Colorado April 2022 - March 2025
Master of Science – Real Estate Development & Construction Management
- Creighton University, Omaha, Nebraska May 2012
Bachelor of Science in Business Administration
Major: Accounting & Finance
- Activities:** NAIOP Rocky Mountain Real Estate Challenge, NAHB Graduate Competition (3rd Place Finish), Susan Stanton Leadership Academy, ULI Etkin Scholar, Vistage Worldwide Member, Creighton Alumni Assoc., Gamma Phi Beta Alumni Assoc., ULI Member, CREW Member
- Certifications & Skills:** Certified Apartment Manager (CAM), Culture Counts: Breakthrough Communication, Accredited Community Manager (MHEI Certification)
- Advanced Technology Skills: Procore, Yardi, CoStar, Rent Café, WordPress, Microsoft Office Suite; QuickBooks Professional, Adobe Suite, Python Programming, HTML 5, CSS