

**Monica Y. Lackey-Harris, TCS, COS**  
5809 Old Highway 61 North  
Tunica, MS 38676  
(314) 532-9806  
[m.yolonda.harris@gmail.com](mailto:m.yolonda.harris@gmail.com)

## **PROFESSIONAL SUMMARY**

**Magnolia Blossoms Consulting, LLC**  
**Owner**

**January 2000 – Present**

Property Management Professional with 20+ years of experience in residential/commercial management, operations, and program compliance.

- Highly Proficient in Real Estate Management Systems: YARDI and OneSite
- Proficient in the use of Microsoft Office software products

## **PROPERTY MANAGEMENT EXPERIENCE**

***Regional Property Manager***

**January 2017 – April 2021**

**Preservation Management, Inc.**

- Review and approve initial certifications and re-certifications for prospective and current residents under Section 42 Low Income Housing Tax Credit, HUD Section 8 and HOME program guidelines for clients nationwide.
- Manage all daily implementation of policies, procedures and programs that will assure a well-managed community,
- Management Agent reporting to HUD, third party compliance monitoring companies, Missouri Housing Development Corporation and Ownership.
- Prepare for all site REAC reviews, Management and Occupancy Reviews (MOR), Investor site reviews and Low-Income Housing Tax Credit reviews ensuring 'Above Average' reviews and no uncorrected 8823's and maintaining 90% or better on any REAC inspection.
- Demonstrate a positive, professional, and client-oriented attitude about the Company, tenants, clients, and vendors while maintaining collaborative working relationships between coworkers.

***Compliance Specialist***

**March 2016 – January 2017**

**Zeffert & Associates – St. Louis, Missouri**

- Reviewed and approved initial certifications and re-certifications for prospective and current residents under Section 42 Low Income Housing Tax Credit, HUD Section 8 and HOME program guidelines for clients nationwide.
- Conducted Physical and File inspections for clients in Nebraska and Missouri following Uniform Physical Condition Standards (UPCS) guidelines.

***Assistant Property Manager***

**February 2015- March 2016**

**Cohen-Esrey Real Estate Services, LLC– St. Louis, Missouri**

- Responsible for the completion of all LIHTC certifications on site.
- Assist Property Manager in the daily implementation of policies, procedures and programs that will assure a well-managed community.

- Liaison between the Cohen-Esrey compliance department, third party compliance monitoring companies, Missouri Housing Development Corporation and Ownership.

***Regional Compliance Manager/Trainer***

**April 2007 – February 2010**

**Dominium Management Services, Inc. – St. Louis, Missouri**

- Was instrumental in training property management personnel at various properties.
- Submitted required reports to supporting financial, state and federal governing agencies.
- Participated in the interview and selection process of site compliance personnel/processors.
- Responsible for ensuring IRS Section 42 Low Income Housing Tax Credit, Section 8, Section 236, HOME, Bond, Rural Development and Public Housing guidelines, and that all Fair Housing rules were understood and adhered to by all Dominium owned and managed properties.
- Coordinated with Ownership, Development and Acquisition teams, Regional Compliance/Area Managers, State Agencies to ensure continuity and project flow during initial lease-up and qualification of new construction projects, mergers, and general property management.

***Compliance/Assistant Manager***

**February 2003 – April 2007**

**Dominium Management Services, Inc. – St. Louis, Missouri**

- Completed and approved all initial certifications and recertifications for all prospective and current residents under Section 42 Low Income Housing Tax Credit guidelines.
- Received and processed rents and vendor revenues (A/R).
- Received and processed bills and invoices (A/P).
- Generated and submitted financial and occupancy reports, market analysis and surveys to Corporate.
- Assisted Property Manager in daily activities, including supervising the leasing, maintenance, and housekeeping staff.
- Assisted Property Manager with public affairs and press releases regarding historical inquiries and status of the property's \$46 million dollar renovation project.

**INSTRUCTOR/TRAINER EXPERIENCE**

***Training Assistant***

**August 2010 – June 2011**

**LeCordon Bleu College of Culinary Arts – St. Louis, Missouri**

- Assisted Chef Instructors in three phases of foundational culinary courses, baking and pastry courses and international cuisine courses.
- Assisted administrative staff in preparing lesson plans and quantitative test protocols.
- Provided tutoring services to students enrolled in the Culinary and Patisserie programs.

***Chief Executive Officer/Private Detective***

**April 1996- January 2000**

**Star-Brite Security, Inc. – Baltimore, Maryland**

- Managed the daily operations for multi-million-dollar security corporation.
- Reorganized corporate structure to allow for increased bottom lines.

- Increased client base to include government and entertainment clientele.
- Developed and implemented training protocols for all armed and unarmed security guards.

***Instructor/Telecommunications Specialist/Staff Sergeant March 1982 – December 1996  
United States Army– Worldwide Assignments***

***Primary Leadership Development/Basic and Advanced Non-Commissioned Officer Courses***

- Was responsible for compartmentalized training of various Army Reserve and National Guard units throughout Mississippi, Alabama and Tennessee.
- Was Drill Instructor and Active-Duty Special Work Instructor at Ft. Benning, Georgia, Ft. Belvoir, Virginia and Ft. DeRussy, Hawaii.
- Was Non-Commissioned Officer in Charge (NCOIC) responsible for the Quality Control and Circuit Activations operations and staff training in Okinawa, Japan.

**EDUCATION**

***Jackson State University, Graduate Student; MA - Urban and Regional Planning, TBD 2025***

***Jackson State University, Bachelor of Science in Professional Interdisciplinary Studies, 2022***

***Tax Credit Specialist, National Center for Housing Management, 4/25/2018, 2020***

***Certified Occupancy Specialist, National Center for Housing Management, 2007, 2018, 2020***

***Low Income Housing Tax Credit Training, Zeffert & Associates, 2015***

***Missouri Real Estate Agent Licensure, Career Education Systems, 2014***

***Professional Culinary Arts Certification, LeCordon Bleu College of Culinary Arts, 2010***

***Housing Credit Certified Professional, National Association of Home Builders, 2008, 2020***

***Certified Apartment Manager Course, 2005***

***United States Army Small Group Leadership Course, 1994***

***Jackson State University, 1979-1982, 1991, 2021***

***University of Maryland – Asian Division, 1986***

***United States Army Signal School, 1982***