



ZEN DEVELOPMENT CONSULTANTS LLC

222 Redwood Drive | PO Box 1082 | Woodacre, California 94973 | 818/653-3899



KAYLA DI MARCO

Development
Consultant

FOCUS

Affordable Housing
Project Management

PROFESSIONAL HIGHLIGHTS

- LIHTC project management from conception to completion
- Background in engineering and technical construction issues
- Experienced in developing mixed use facilities with New Markets Tax Credits, community land trusts, and condo development
- Experienced in California, Georgia, and Washington State

EDUCATION

Clemson University
Civil Engineering,
Minor in Business

PROFESSIONAL EXPERIENCE

Zen Development Consultants LLC

Development Consultant, October 2022 – Present

Provides affordable housing real estate consulting services specializing in project management; affordable housing finance and funding applications; construction and permanent financing closing coordination

Mission Economic Development Agency San Francisco, California

Project Manager, 2019-2022

Managed projects from predevelopment through construction, perm conversion and 8609 receipt. Co-developed 2 tax credit projects with commercial spaces and public Right of Way improvements.

Responsible for construction management of Commercial TI build-out. Led the development of a for-sale New Market Tax Credit Project through successful HCD and local funding applications and entitlements, as well as DRE process.

BKF Engineers Pleasanton, California

Civil Engineer I, 2018-2019

Designed roadway/sidewalk layout plans, cross sections, utility plans, temporary drainage plans and profiles, permanent drainage plans and profiles, and concrete footings.

Mckenney's Inc. Atlanta, Georgia

Construction Project Manager, 2017-2018

Project Manager within the healthcare division of an ENR Top 100 Mech/Plumbing contractor. Managed the construction of a CHOAs Brookhaven Hospital and renovations of healthcare facilities through bidding, procurement, shop drawing review, manpower loading, change order and payapp creation, Microsoft Project scheduling, submittals, and permit inspections. Through 100% onsite work, gained an extensive field knowledge of HVAC and Plumbing Systems.

CERTIFICATIONS, SKILLS, AND AFFILIATIONS

ASCE Concrete Canoe Nat'l Championship

Clemson Engineers for Developing Countries

Project Management Professional (PMP)

MS Office – Word, Excel, PowerPoint, Project, Outlook, Explorer, Adobe

Microsoft Project Scheduling (Proficient)

Smartsheets (Advanced)

AutoCAD (Advanced)

Bluebeam (Proficient)