



March 2, 2009

Mr. Kenneth Kovalchik  
8044 Revolver Avenue  
Las Vegas, Nevada 89131

RE: Board Interest Form

Dear Mr. Kovalchik:

LAS VEGAS CITY COUNCIL

OSCAR B. GOODMAN  
MAYOR

GARY REESE  
MAYOR PRO TEM

STEVE WOLFSON

LOIS TARKANIAN

STEVEN D. ROSS

RICKI Y. BARLOW

DAVID W. STEINMAN  
(INTERIM)

ELIZABETH N. FRETWELL  
CITY MANAGER

I have received your Board Interest Form expressing interest in serving the City of Las Vegas on the Planning Commission, the Parks & Recreation Advisory Committee, the Neighborhood Partners Fund Board and the Conservation District of Southern Nevada. I have forwarded copies to Deputy City Manager Orlando Sanchez, the Director of Neighborhood Services, Steven Harsin, Margo Wheeler, Director of Planning & Development, the Acting Leisure Services Director, Billie Bastian and your Ward 6 representative, Councilman Steven D. Ross. The Planning & Development Department oversees the activities of the Planning Commission, the Neighborhood Services Department oversees the activities of the Neighborhood Partners Fund Board, Leisure Services oversees the Park & Recreation Advisory Committee and the Mayor and Council have been copied for your consideration as a nominee to the Conservation District of Southern Nevada.

Your form will be kept on file until March 2, 2010, whether or not you are selected for a vacancy. Prior to that date, we will contact you by mail to confirm your wish to remain on the list for another year and to update your contact information. You may also wish to explore the City's website at [www.lasvegasnevada.gov/Government/boards.asp](http://www.lasvegasnevada.gov/Government/boards.asp) to consider other boards you might be interested in serving upon. Simply send us a letter advising of any additional boards to be added to your interest form.

We appreciate your interest in serving the City of Las Vegas. Should you have any questions, please do not hesitate to contact our office at (702) 229-6311.

Sincerely,

A handwritten signature in black ink, reading "Beverly K. Bridges".

**BEVERLY K. BRIDGES, CMC**  
City Clerk

/slc

cc: Orlando Sanchez, Deputy City Manager  
Margo Wheeler, Director, Planning and Development  
Stephen Harsin, Director, Neighborhood Services  
Billie Bastian, Acting Director, Leisure Services Department  
Councilman Steven D. Ross  
Mayor and Council members for Wards 1, 2, 3, 4 & 5

CITY OF LAS VEGAS  
400 STEWART AVENUE  
LAS VEGAS, NEVADA 89101

VOICE 702.229.6011  
TTY 702.386.9108  
[www.lasvegasnevada.gov](http://www.lasvegasnevada.gov)



RECEIVED  
CITY CLERK

2009 FEB -6 P 12: 23

**City of Las Vegas**  
**Board, Commission, or Committee Interest Form**

Name: Kenneth Kovalchik

Home Street Address: 8044 Revolver Ave

City: Las Vegas ZIP Code: 89131

Work Street Address: 500 S. Grand Central Pkwy

City: Las Vegas ZIP Code: 89155

Employer: Clark County Occupation: Senior Planner

Home Phone Number: 513-3042 Work Phone Number: 455-5008

Other Phone Number: \_\_\_\_\_ Email Address: kenkov5@gmail.com

Please list the boards, commissions, or committees that you are interested in serving on:

Planning Commission; Parks & Recreation Advisory Committee;  
Neighborhood Partners Fund Board; Conservation District of  
Southern Nevada

*For office use only*

CLV Y ☒ N \_\_\_\_\_

Ward 6

Date 2/12/09

Please list any boards, commissions, or committees that you serve on, or have served on in the past (Use additional pages, if necessary):

See Attachment A

Please discuss your qualifications to serve on any boards, commissions, or committees (Use additional pages, if necessary):

Previous experience serving on Boards and/or Committees; experience working for State and local government agencies; grant writing experience; Request for Proposals (RFP) writing, reviewing and ranking experience; technical writing experience; experience presenting project information to community leaders, appointed and elected officials

Please list any of your relatives or friends that work for the entity in which you would be serving:

N/A

Feel free to attach a resume to this form. Upon submitting this form, all information will be considered public information. This form will be kept on file for 6 months from date of submittal. It is the applicant's responsibility to submit a new form after that time. This form does not constitute an application for employment. Please do not to submit this form electronically. It should be printed, completed and mailed along with a letter and resume.

Please submit to: City Clerk  
City of Las Vegas  
400 Stewart Avenue  
Las Vegas, NV 89101

Fax: (702) 382-4803

*\*You may be required to be resident of the City of Las Vegas to serve certain boards, committees, or commissions.*

8044 Revolver Ave.  
Las Vegas, NV 89131

City Clerk  
City of Las Vegas  
400 Stewart Avenue  
Las Vegas, NV 89101

Dear Sir/Madam,

As a resident of the City of Las Vegas I am seeking to become more involved in our community and assist in continuing to make it a better place to live and work. I am offering my background and knowledge as a means to assist in this. Please accept the enclosed form and supporting documentation as my request to be appointed to the following Boards, Committees and/or Commissions:

- 1) Planning Commission;
- 2) Parks and Recreation Advisory Committee;
- 3) Neighborhood Partners Fund Program; and
- 4) Conservation District of Southern Nevada

I find that my experience in working for State and local governments; grant writing and RFP writing; being a member of previous boards and committees; 8 years experience as a professional urban planner; and experience of working closely with elected and appointed officials qualifies me as a strong candidate. I welcome the opportunity to meet with community leaders and/or members of the abovementioned Boards, Committees and/or Commissions to discuss my qualifications in more detail. Thank you.

Kind Regards,



Kenneth Kovalchik, AICP

**Kenneth Kovalchik, AICP**

**8044 Revolver Ave.**

**Las Vegas, NV 89131**

**(702) 513-3042 cell Email: [kenkov5@gmail.com](mailto:kenkov5@gmail.com)**

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Dedicated Urban Planner wants to be more active in the community by offering my expertise, background and knowledge to various boards, commissions and committees with the City of Las Vegas.

**Employment Clark County Dept. of Comprehensive Planning, Las Vegas, NV, March 2005 - Present**  
*Senior Planner*

- Conduct pre-application meetings with applicants/developers submitting land use applications; review applications for compliance with the Clark County Title 30 Development Code.
- Prepare development review reports accurately and within designated time frames, for conformance to development codes and county plans.
- Present staff findings to Town Boards and Planning Commission for consideration.
- Participate in team review of development plans and staff findings.
- Work the Current Planning Division front counter and provide information and interpretation of County Land Use Regulations and applications to the general public.
- Assisted in updating Winchester/Paradise Land Use Plan, Laughlin Land Use Plan, Enterprise Land Use Plan and South County Land Use Plan.
- Supervise junior level staff.

**Town of Avon Community Development Dept., Avon, CO, March 2004 – March 2005**  
*Planner I*

- Reviewed development applications for compliance with Town Codes and community plans and presented staff reports to the Planning and Zoning Commission.
- Conducted pre-application meetings with applicants submitting development proposals.
- Conferred and coordinated with architects, building officials, surveyors, and Town Engineers on development applications.
- Code enforcement, site visits and field research.
- Team member in updating the Town of Avon Comprehensive Plan, previously updated in 1996. Team member in amending the Town of Avon, Residential, Commercial, and Industrial Design Review Guidelines.

**Hudson River Valley Greenway, Albany, NY, March 2002 – December 2003**  
*Trails Director*

- Responsible for the management and development of the state legislated Hudson River Greenway Trail.
- Provided technical planning assistance regarding open space, historic and cultural preservation, pedestrian trail design, site planning, public access easements, zoning issues, and grant writing assistance and to the communities located within the designated Greenway and Heritage areas.
- Successfully prepared two federally funded grant applications for Greenway projects; prepared Request for Proposals (RFP's) for federally funded projects.
- Supervised interns and junior level planners.
- Staff leader on agency projects – Greenway Trail Vision Plan; Mohawk/Hudson Bike Hike Trail Study; Getting Involved: A Community Trail Handbook for Landowners,

Hudson River Valley Scenic Byways Project; and the Rensselaer County Greenway Trail Connection Study.

- Prepared and presented power point presentations and facilitated public meetings of up to 50 people.
- Greenway liaison to the New York State Trails Committee, Quassaick Creek Coalition, Wappinger Falls Greenway Committee, Village of Catskill Greenway Committee, Capital District Transportation Committee Bike/Pedestrian Taskforce, and the Mohawk/Hudson Bike/Hike Trail Committee.
- Event Coordinator for 2002 Hudson Greenway Trail Tour – a 10 day 226 miles hike and bike event from New York City to Albany, New York.

**Berkshire Regional Planning Commission, Pittsfield, MA, May 2001- January 2002**

*Internship*

- Team Leader Ashuwillticook Rail Trail feasibility Study - Conducted site visits, facilitated public meetings, and developed a feasibility study for trail extensions.
- Community Development Planning – Assisted six communities in updating their Community Development Plans.
- Onota Lake Stormwater Runoff Study – analyzed the environmental impacts of untreated storm water runoff into Onota Lake; conducted field studies, compiled a photo and written database of all storm water outflows, met with local officials and developed an environmental analysis report of my findings and recommendations.

**Education**      **University at Albany, SUNY, Albany, N.Y.**

Masters Degree Urban and Regional Planning Awarded December 2002

**Plattsburgh State University, SUNY, Plattsburgh, N.Y.**

Bachelors Degree Geography Awarded May 1994

**Memberships/** American Planning Association (APA)

**Certifications**      American Institute of Certified Planners (AICP)

**Software**      MS Word, MS Power Point, MS Excel, Arc View 3.2, MS Publisher, MS Outlook, Naviline; Kovis; and GIS Open Door,

**Awards**      *Planning and Design Recommendations for the West Side Neighborhood of Saratoga Springs, NY* - Graduate School Planning Studio Project

**2003 AICP National Student Project Award** awarded from American Institute of Certified Planners.

**2002 Outstanding Student Project** awarded from the American Planning Association Upstate New York Chapter.

**Training**      **Institute for Participatory Management and Planning** - Management training in consent building strategies. Certificate Awarded April 2007.

**Lorman Education Services** - Law of Easements Awarded August 2008

**Department of Homeland Security** – Introduction to the Incident Command System (ICS) certificate awarded January 2009; and ICS for Single Resources and Initial Action Incidents certificate awarded January 2009.

## **Attachment A**

### **Previous Committees Served On**

#### **Hudson River Valley Greenway**

Greenway liaison to:

- New York State Trails Committee
- Quassaick Creek Coalition
- Wappinger Falls Greenway Committee
- Village of Catskill Greenway Committee
- Capital District Transportation Committee Bike/Pedestrian Taskforce
- Mohawk/Hudson Bike/Hike Trail Committee

#### **Clark County**

- Planning Advisory Group for South County Land Use Plan update
- Planning Advisory Group for Enterprise Land Use Plan update

#### **Town of Avon**

- Town of Avon Master Plan Advisory Committee