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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

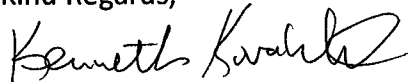
Dear Sir/Madam,

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

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



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2008 AUG 29 A 10:51

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

Name: AUDREY M. ZACHRY

Home Street Address: 7921 AVIANO PINES

City: LAS VEGAS ZIP Code: 89129

Work Street Address: 1009 WHITNEY RANCH

City: HENDERSON ZIP Code: 89014

Employer: TRC Occupation: CIVIL ENGINEER

Home Phone Number: 702 655 1002 Work Phone Number: 702 248 6415

Other Phone Number: 702 499 2958 Email Address: momazac@cox.net

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

BUS BENCH / SHELTER CONSTR. & MAINT.

PLANNING COMMISSION, REDEVELOPMENT AGENCY

TRAFFIC & PARKING COMMISSION

PARKS & REC ADVISORY COMM.

For office use only

CLV Y ☒ N ☐

Ward 4

Date 8.29.08

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

APWA - SPRING CONFERENCE COMMITTEE

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

PLEASE SEE COVER LETTER & RESUMES ATTACHED

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

NA

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.

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Fax: (702) 382-4803

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1009 Whitney Ranch Drive
Henderson, NV 89014

702.248.6415 PHONE
702.248.0626 FAX

www.TRCSolutions.com

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2008 AUG 29 A 10: 50

2008 AUG 29 A 10: 47

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CITY CLERK

August 27, 2008

Beverly Bridges, City Clerk
City of Las Vegas
400 Stewart Avenue
Las Vegas, Nevada 89101

Subject: Request to be considered for Appointment to Committees and
Commissions

Dear Ms. Bridges,

I am forwarding my Resume and Interest form to you, in an effort to be considered for appointment to the committees and/or commissions listed on the attached Interest form.

I am a Las Vegas resident and I believe I can serve my community with my expertise in Civil Engineering and Land Development specifically, but generally I can serve as a well invested and concerned citizen and mother of two. I am well organized and I can offer leadership and the ability to help create well thought out recommendations.

I believe in giving back to my community and this is an obvious way I can contribute to my city and state.

In the meantime, please let me know if there's anything I can assist with.

Thank you,

Audrey Zachry
Director of Land Development, TRC
Home address:
7921 Aviano Pines
Las Vegas, Nevada 89129
702-499-2958

Audrey Zachry, P.E.

7921 Aviano Pines Avenue
Las Vegas, Nevada 89129
702-499-2958

Experience

TRC (formerly V-Point)

Land Development Director

4/2007 through present

Marketing and Sales

Oversee of Project Entitlements, Project Design and Coordination

Oversee of Production Group implementing Improvement Plans and all relevant reports

Project Scheduling and Client Liaison

Contract Negotiation, Extra Origination, Contract Management and Billing

Subdivision Acceptance LLC

Vice President of Operations

8/2006 through 4/2007

Management of Company Start up and Client Base Marketing and Sales

Oversee of Estimates and Cost Analysis

General Management / Hiring

Centex Homes

Land Development Manager

4/2004 through 7/2006

Oversight of Construction Management

Management of Project Entitlements, Land Construction Budgets, Construction Schedules, Cash Flows and Contractor Performance

Land Acquisition Analysis, Budgets, Schedules and Proformas

Responsibilities included:

- Land Acquisition research and analysis to help determine profit potential
- Land Acquisition Proformas
- Coordination and Management of Engineering Documents, Entitlements and schedules
- Value Engineering of each facet of construction for Land Development
- Contract Negotiation, Budget Management and Management of Cash Flow projections for Land Development
- Management of Land Construction Schedule to meet the Master Schedule for Vertical Starts and Sales
- Quarterly analysis of Budgets and the Costs to Complete the project to insure Land Costs were projected correctly through home sales
- Bond exoneration and utility refund analysis in order to close out jobs and budgets
- Bi-party and Tri-party contract and budget management
- Training and protocol development for Forward Planning, Land Development Management and Field Operations

CVL Consultants, Inc

Senior Project Manager

6/2002 through 4/2004

Oversee of Project Entitlements, Project Design and Coordination

Oversee of Production of Improvement Plans and all relevant reports as well as Final Maps

Project Scheduling and Client Liaison

Contract and Extra Origination and Contract Management

Civiltec, Inc

Project Manager

3/1996 through 6/2002

Project Design and Coordination

Tentative Map, Site Planning and Layout, Site Calc'ing and Zoning

Field Note Reduction

Sewer / Water Analysis with Report

Coordination with Hydrology

Storm Drain Calcs

Computer Department Manager; Acad, Softdesk Standards

Client/Architect Coordination and correspondence

Final Mapping

At Home Mom

2/1993 through 3/1996

L.R. Nelson, Inc

Project Manager

2/1991 through 2/1993

Project Design and Coordination

Site Layout, Planning and Calc'ing

Field Note Reduction

Sewer / Water Analysis with Report

Coordination with Hydrology and some Storm Drain Calcs

Computer Department Manager; Acad, Softdesk Standards

Construction Management in conjunction with Architect for 2 High Schools

Client/Architect Coordination and correspondence

E. S. I.

Project Designer

2/1989 through 2/1991

Project Design and Coordination

Field Note Reduction

Sewer / Water Analysis with Report

Coordination with Hydrology, some Storm Drain Calcs

L.R. Nelson, Inc

Designer

7/1987 through 2/1989

S. E. A.
Drafter

9/1985 through 7/1987

J. M. Montgomery Engineers
Drafter and Runner

9/1983 through 9/1985

Relevant Construction Management Projects

- *Santa Bella 3 and 4 Single Family Residential (SFR) Development*
- *Tropical and Lawrence SFR*
- *Robindale Lindale North and South SFR*
- *Nelson Ranch and Nelson Ranch Pump Station SFR*
- *Edna Van Allen SFR*
- *Mesa Verde (Finished Lot Acquisition) SFR*

Relevant Design Projects

- *Santa Bella 3 and 4 SFR*
- *Tesoro, Terracina, Terrasol Subdivisions*
- *La Cresenta and La Ventina Subdivisions*
- *Grand View Apartments*
- *Martinez Elementary School*
- *Black Mountain, Towncenter LDS Churches*
- *Copper Canyon, Willows At Sunrise, Willows At Lone Mountain Apartments Sites*
- *Edna Garden, Cottonwood At Sunrise, Cottonwood North, Horizon Heights, Fairway Pointe At Queensridge Subdivisions*
- *Horizon Marketplace, Green Valley Business Center, Simmons Market Place Commercial Sites*
- *Las Vegas, Durango, Silverado High Schools*
- *Tate and Snyder Office Building*
- *Valle Verde / Pittman Wash Bridge - Civil Design*
- *Buckingham Estates, South Shore Villas, Copper Ridge Subdivisions*
- *Pecos Road, Windmill Road, Pebble Road*

Education

University of Nevada, Las Vegas
Civil Engineering Major

Certifications / License

State Of Nevada

Professional Engineering License 18277

State Of Nevada

Real Estate License

Audrey Zachry, PE
Director of Land Development

EDUCATION

Civil Engineering Major, University of Nevada

PROFESSIONAL REGISTRATIONS/CERTIFICATIONS

Professional Engineer, Nevada, (#18277), 2007

AREAS OF EXPERTISE

Ms. Audrey Zachry has expertise in the following areas:

- Master Planned Communities and Infrastructure
- Residential Development
- Commercial Development
- Street Improvements
- Utilities
- Land Development Construction Management

REPRESENTATIVE EXPERIENCE

Ms. Zachry has over 20 years experience in various aspects of Land Development both in the public and private sectors. Her experience includes Construction Management of Residential Developments as well Senior Project Management of civil engineering and design projects. Her position as Director of Land Development allows her to lead and mentor many design teams to produce quality and timely projects for our clients.

Master Planned Communities and Infrastructure

American West Homes, Mountain Falls South – Pahrump, NV (Project Manager: 2007-present)

Ms. Zachry is currently involved with project management of the proposed 4,400 single family residential development in accordance with Nye County standards. This encompasses a 919-acre proposed development, entitlements, drainage facility design, backbone utilities, and street improvements as well as individual lot improvements.

Residential

Ovation, Duck Creek, Clark County, NV (Project Engineer: 2007-Present)

This project consisted of 363 apartment units on 20-acres in Clark County. Ms. Zachry was responsible for the technical drainage study and coordination with the improvement plans.

Plaster Development and Charter Development, Grand View, Copper Canyon, Willows at Sunrise and Willows at Lone Mountain Apartment Sites, Nv (Project Manager: 1998-2002)

These projects were 20 acre apartment sites, Ms. Zachry's responsibilities included close coordination with other firms including architectural, electrical, structural, mechanical, and landscape at all stages of the project. As project manager she designed and managed all civil aspects including offsite utilities and roadways, onsite utilities and ADA compliance.

American Premiere, Centex and Charter Development, Santa Bella, Tesoro, Terracina, Terrasol, Cottonwood Series, Fairway Pointe at Queensridge, La Cresenta and La Ventina Single Family Residential Subdivisions, Nv (Project Manager: 1996-2004)

These projects ranged from 15 to 40 acre sites, Ms. Zachry's responsibilities included project management of the entitlements and civil engineering phase of projects. As project manager she designed and managed all civil aspects including offsite utilities and roadways, onsite utilities and hydraulic and hydrology calculations. She managed and evaluated the site earthwork balance and cost estimates for the client to minimize ultimate project costs.

Commercial

Clark County School District, Martinez Elementary School, NV (Project Manager: 1999 - 2000) Ms. Zachry was responsible for the oversight of project design and coordination with the architect. The project consisted of sewer and water hydraulic analysis, along with traffic analysis coordination. Her responsibilities also included construction services, working through the architect to approve and coordinate product approvals.

Clark County School District, Las Vegas, Durango and Silverado High Schools, Nv (Project Manager: 1991 - 1993)

Ms. Zachry was project manager for each of the 40 acre sites. Her responsibilities included offsite coordination, site layout coordination with the architect and overall management of the civil project design, including water and sewer analysis. Her duties also included coordination of traffic design and hydrology design into the final civil design. Ms. Zachry coordinated and managed the project through the construction phase through the architect in charge.

Marathon Development, Horizon Market Place and Simmons Market Place and Green Valley Business Center, Nv (Project Manager: 2004-2006)

These projects were 20 acre commercial sites, Ms. Zachry's responsibilities included close coordination with other firms including architectural, electrical, structural, mechanical, and landscape at all stages of the project. As project manager she designed and managed all civil aspects including offsite utilities and roadways, onsite utilities and she designed the site utilizing specific specifications of tenants and ADA Compliance.

LDS Church, Black Mountain, Alexander, Galleria and Towncenter LDS Church Sites, Nv (Project Manager: 1998-2002)

Ms. Zachry was project manager for each of the church sites. Her responsibilities included offsite coordination, site layout coordination with the architect and overall management of the civil project design, including water and sewer analysis. Her duties also included coordination of traffic design and hydrology design into the final civil design.

Tate and Snyder, Tate and Snyder Office Building, Nv (1991-1993)

Ms. Zachry's responsibilities included close coordination with the architect and landscape architect to meet the expectations of the client. As project manager she designed and managed all civil aspects including offsite utilities and roadways, onsite utilities and she designed the site utilizing specific specifications of client and ADA Compliance.

Construction Management**Centex, Santa Bella, Tropical/Lawrence, Robindale/Lindale, Nelson Ranch, Mesa Verde, Runvee Single Family Residential Projects, Nv (Land Development Manager: 2004-2006)**

Ms. Zachry's role was as Land Development Manager and her responsibilities included pro formas for each project for land acquisition, oversight of entitlements, budget and lot delivery schedules, contract negotiation and management, quarterly cost to completes to corporate, construction management, contractor management, bond exoneration and project close out.

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers, ASCE
- American Public Works Association, APWA
- National Women in Construction, NWIC
- American General Contractors, AGC
- National Association of Industrial and Office Properties, Naiop
- Nevada Development Authority, NDA
- Urban Land Institute Nevada, ULI
- US Green Building Council, USGBC