



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

Name: Audrey Asselin

Home Street Address: 7021 Aviano Pines

City: LV NV 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: cell 702.499.2958 Email Address: aasselin@trcsolutions.com

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

- ① Community Development Recommending Board,
- ② Conservation District of Southern Nevada,
- ③ Historic Preservation Commission,
- ④ Neon Museum Board,
- ⑤ Parks & Rec Advisory Commission
- ⑥ Planning Commission
- ⑦ Redevelopment Agency
- ⑧ Regional Flood Control District

For office use only

CLV Y ☒ N ☐

Ward 4

Date 1/9/09

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

APWA Conference Committee

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

(See Attached as well)

I have lived in the LV area for over 30 years and I have been a part of the growth & development of this town as a Civil Engineer for over 25 years. I care & I want to help.

**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.

**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.*

July 8, 2009

Attachment:

Qualifications to Serve on Boards, Commissions and or Committees:

I have lived in Las Vegas for 33 years and have been involved in the growth and development of the Las Vegas Valley Area with my career of over 25 years in the Civil Engineering and Land Development Industry.

I have been intimately involved in the Entitlement, Design and Construction Management aspects of Private Development as well as numerous Public Facilities here in the valley area.

I can bring the experience of working with Developers and Public Entities to the Boards, Commissions and Committees that I will serve on. My experience has taught me that positive, calculated growth within any entity, whether private business or community development or even personal goals, is paramount, not to just the survival of that entity, but is necessary to the well being and good health of that entity. I can hit the ground running, so to speak, with an understanding of development codes and planning experience and the understanding of what is an appropriate growth direction.

My goal of serving my community is to bring experience and leadership to a position that serves the City Council Members, my community and the greater good of the Las Vegas Valley.

I am in a position personally to be able to dedicate time and effort to the needs of my community, so I'm asking to be placed on any Board, Commission or Committee that may benefit from my experience.

## **Audrey Asselin, P.E.**

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

## **Experience**

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### **TRC (formerly V-Point)**

#### ***Engineering Director***

***4/2007 through present***

- Business Development
- Oversee of Project Entitlements, Project Design and Coordination
- Oversee of Production Group implementing Improvement Plans and all relevant reports and calculations
- 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
- Business Development
- 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 Pro formas
- Responsibilities included:
  - Land Acquisition research and analysis to help determine profit potential
  - Land Acquisition Pro formas
  - 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 Improvement Plans Production 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 Calculating
- 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**

- *Mountain Falls South Master plan Residential Community, Pahrump*
- *First International Bank, Pahrump*
- *Spring Mt. Motorsports Park, Microtel, Pahrump*
- *Wheeler Pass RV Park, Pahrump*
- *Sanders Winery, Pahrump*
- *Gateway Master plan, Pahrump*
- *Duck Creek Apts*
- *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**

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University of Nevada, Las Vegas  
*Civil Engineering Major*

## **Certifications / License**

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State Of Nevada  
*Professional Engineering License 18277*