

DATE: 2/21/2012

TO: City Clerk

FROM: Representative Cortney Carlisle Niland

ADDRESS 2 Civic Center Plaza, El Paso, Texas 79901 TELEPHONE 915-541-4268

Please place the following item on the (Check one): CONSENT XXX REGULAR _____

Agenda for the Council Meeting of February 28, 2012

Item should read as follows: Appointment of Eileen Karlsruher to the Ad Hoc Charter Advisory Committee by Representative Cortney Carlisle Niland, District 8.

SPECIAL INSTRUCTIONS: Committee shall automatically dissolve upon the completion of business.

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Ad Hoc Charter Advisory Committee

NOMINATED BY: Representative Cortney Carlisle Niland DISTRICT: 8

NAME OF APPOINTEE Eileen Karlsruher
(Please verify correct spelling of name)

BUSINESS ADDRESS: _____

CITY: El Paso ST: TX ZIP: _____ PHONE: _____

HOME ADDRESS: _____

CITY: El Paso ST: TX ZIP: _____ PHONE: _____

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Vacant

EXPIRATION DATE OF INCUMBENT: _____

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: _____
RESIGNED _____
REMOVED _____

CITY COUNCIL APPROVAL DATE: 02/28/2012

TERM BEGINS ON: 02/28/2012

EXPIRATION DATE OF NEW APPOINTEE: 12/31/9999

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: XX
2nd TERM: _____
UNEXPIRED TERM: _____

EILEEN KARLSRUHER
Professional Resume

Current Employment

Since May, 1996 Ms. Karlsruhe has been a co-owner and Executive Vice President of Karlsruhe, Inc. (dba CSA Constructors) as well as co-owner and President of CSA Design Group Inc. (fka CSA Consulting Engineers).

Professional Background

Ms. Karlsruhe has several years of administrative and financial experience in the insurance, construction and engineering fields. As an owner and officer of both corporations, she manages all day-to-day financial, administrative and contractual matters for the corporation.

Past Employment

From 1991 to 1996 - Hunt Building Corporation (El Paso, Texas)

From 1977 to 1991 - Alexander & Alexander, Inc. (Dallas, Texas) aka AON Corporation for 12 years and Frank B. Hall & Company for 2 years.

From 1972 to 1977 - TBL Adjusters (El Paso, Texas)

Civic Involvement

Member, City of El Paso Civil Service Commission

Member, Greater El Paso YMCA Board of Directors

Member, Executive Forum

Member, Hispanic Chamber of Commerce

Member, Greater El Paso Chamber of Commerce

Past Member City of El Paso Parks & Recreation Board

Past Member City of El Paso Tree Board

Past Member of the City of El Paso Blue Ribbon Committee for Regional Park System