

DATE: December 12, 2012

TO: City Clerk

FROM: Representative Carl L. Robinson

ADDRESS: 2 Civic Center Plaza 10th Floor, El Paso, TX TELEPHONE (915) 541-4400

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

Agenda for the Council Meeting of December 18, 2012

Item should read as follows: Board Appointment of Brian Joseph Burds to the El Paso Bond Overview Advisory Committee by Representative Carl L. Robinson, District 4.

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: El Paso Bond Overview Advisory Committee

NOMINATED BY: Representative Carl L. Robinson DISTRICT: 4

NAME OF APPOINTEE Brian Joseph Burds
(Please verify correct spelling of name)

E-MAIL ADDRESS: Brian@BrianBurds.com

BUSINESS ADDRESS: 10318 McCombs

CITY: El Paso ST: TX ZIP: 79924 PHONE: (915) 757-3445

HOME ADDRESS: _____

CITY: _____ ST: TX ZIP: _____ PHONE: _____

DOES THE PROPOSED APPOINTEE HAVE A RELATIVE WORKING FOR THE CITY? YES: _____ NO X

IF SO, PLEASE PROVIDE HIS OR HER NAME, CITY POSITION AND RELATIONSHIP TO THE PROPOSED APPOINTEE:

N/A

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

NAME OF INCUMBENT: New Board

EXPIRATION DATE OF INCUMBENT: N/A

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

DATE OF APPOINTMENT: 12/18/2012

TERM BEGINS ON : 12/19/2012

EXPIRATION DATE OF NEW APPOINTEE: To be determined by lot

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

Brian Joseph Burds

10318 McCombs
El Paso, TX 79924

(915)751-1500
Brian@BrianBurds.com

SUMMARY OF QUALIFICATIONS

High-energy management/finance professional with exceptional interpersonal and communications skills and an extensive background in the following broad-based competencies:

Financial Management

Strategic planning

Channel Sales

Account Management

Staff Management

Key Relationships

New Business Development

Key Account Acquisitions

Consultative Sales

- Demonstrated ability to promote issues and policies and secure and develop key contacts to maximize organizational effectiveness.
- Proven ability to cultivate productive relationships with key decision makers and manage projects on a divisional basis to achieve unified goals.
- Excellent qualifications in strategic planning with comprehensive knowledge of management, organizational development, team building, and project execution.

PROFESSIONAL EXPERIENCE

SELF-EMPLOYED REALTOR – El Paso, TX

03/06 – Current

Owner, Genesis Escrow

Versatile. Results-oriented, real estate sales professional with extensive experience in corporate real estate, including industrial, multi-family, and retail property asset and portfolio management. Demonstrated customer service excellence, business acumen, and strategic planning ability. Possess a collaborative approach in leadership with the aptitude to foster a team-oriented environment while imparting knowledge to others on how to increase productivity. Utilize diverse property sales tactics, including qualification, persuasion, strategy, proposal, and closing. Armed with solid communication and interpersonal skills to establish and maintain rapport with clients and staff.

- Organize and operate Full operation of daily business and three employees
- Designed a new marketing structure which doubled the size of my business year over year

PATRICK HAGGERTY CAMPAIGN – EL PASO, TX

11/05-05/06

Campaign Manager

I served as primary point of contact for Representative Haggerty and act a liaison between constituents, the media, and community volunteers. I also organized and coordinated daily campaign expenditures, appointments, appearances, and media relations.

- Provide administrative support to Representative Haggerty with a demonstrated ability to improvise, improve procedures, and meet demanding deadlines.
- Process monthly expense reports reflecting supporting documents and budget code indexes.
- Facilitate and maintain volunteer and professional staff.
- Collaborate with volunteer, and finance managers on weekly postings for master reports to make possible the accurate and timely preparation and reporting of ethics reports.

Brian Joseph Burds

10318 McCombs
El Paso, TX 79924

(915)751-1500
Brian@BrianBurds.com

PROFESSIONAL EXPERIENCE Continued

LEGISLATIVE SOLUTIONS - Austin, TX

05/05 – 05/06

Legislative Coordinator

With a working knowledge of the Texas bicameral system my knowledge has been capitalized with Legislative Solutions. I have developed working relationships with many State Representatives and State Senators while acting as liaison for Legislative Solutions when necessary.

- Developed end of session reports recapping legislation affecting individual clients.
- Analytical research on potential clients with facilitating development of functional proposals detailed to client needs.
- Assisting with campaign fundraisers for multiple local and state-wide elected officials.
- Website creation and Management

EDUCATION

Bachelor of Business Administration, Major: Finance

New Mexico State University, Las Cruces NM, May 2005

REFERENCES

State Representative Patrick Haggerty

District 78 (El Paso)

Work: (512)-463-0728

Mobile: (512)-922-0280

State Representative Chente Quintanilla

District 75 (El Paso)

Work: (512)-463-0613

Mobile: (915)-274-1040

Deborah Ingersoll

Legislative Solutions

Work: (512)-477-2417

Email: dingersoll@austin.rr.com
