



**REPORT TO
Personnel and Public Employees Committee
City of Sacramento**

915 I Street, Sacramento, CA 95814-2604
www.cityofsacramento.org

2

**Discussion Calendar
August 04, 2011**

**Honorable Chair and Members of
The Personnel and Public Employees Committee**

Title: Review of Applications for Sacramento Metropolitan Arts Commission

Location/Council District: (Citywide)

Recommendation: Review applications and nominate candidates.

Contact: Katia Ligaiviu, Deputy City Clerk, (916) 808-7604, Office of the City Clerk;
Rhyena Halpern, Executive Director, (916) 808-3989, Sacramento Metropolitan Arts.

Presenters: None

Department: City Clerk's Office / Department

Division: N/A

Organization No: 04001011

Description/Analysis

Issue: Review applications and/or conduct interviews to identify the most qualified candidates to nominate and forward to the Mayor for appointment.

Policy Considerations: None.

Environmental Considerations: None.

Commission/Committee Action: None.

Rational for Recommendation: To review applications to identify the most qualified individuals for nomination to the Mayor for appointment to the City's various advisory boards.

Financial Considerations: None.

Emerging Small Business Development (ESBD): None.

Katigaiuiu

Respectfully Submitted by: _____

Katia Ligaiviu,
Deputy City Clerk

Recommendation Approved:

S. Mizuno

Stephanie Mizuno,
Assistant City Clerk

Table of Contents:

Report	pg. 1
Attachments	
1 Available Positions / Applicant List	pg. 3
2 Attendance Record	pg. 4

ATTACHMENT 1

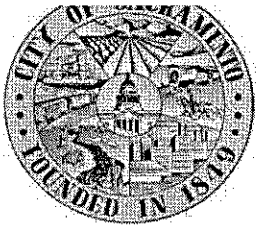
Background:

The following applicants are under consideration for positions on city boards and commissions.

Board/Commission:	Sacramento Metropolitan Arts Commission
Available Positions:	Two (2)
Category Description(s):	Category A-1: Practicing Artist Category A-2: Arts Administrator
Status of Incumbent(s):	Category A-1: Heather Hutcheson Category A-2: Carlin J. Naify – Both eligible for 2 nd terms and Applications for both attached

No.	Applicant Name	District	Category	Comments
1	Heather Hutcheson	5	A-1	Incumbent

No.	Applicant Name	District	Category	Comments
1	Carlin J. Naify	7	A-2	Incumbent



City of Sacramento

Application for Appointment to Boards/Commissions and Committees

RECEIVED
CITY CLERK'S OFFICE
CITY OF SACRAMENTO
2011 JUN -7 A 8:41

INSTRUCTIONS: Provide all information requested. Attachments must be single sided on 8.5 x 11 paper. If you will be representing an organization, you must include a letter from the organization recommending you as their representative. Note: All information provided on this form is a public record. **Return this completed application form to:** Office of the City Clerk, Historic City Hall, 915 I Street, Rm. 116, Sacramento, CA 95814. Tel: (916) 808-7200.

IMPORTANT: Letters of recommendation are **optional**. If you choose to include a letter it must be submitted as part of this application. Letters will not be accepted after your application is filed with the City Clerk's Office.

BOARD / COMMISSION OR COMMITTEE NAME: Sacramento Metropolitan Arts Commission

CATEGORY FOR WHICH YOU ARE APPLYING: Practicing Artist A-1
Description (if applicable) Category Letter

- Name of Company/Organization Being Represented (if applicable): _____
 Company/Organization Authorization Letter Attached (if applicable to qualifications of category)

Applicant Name: Hutcheson Heather L E-Mail: _____
Last First Middle

Home Address: _____ 9th Avenue Sacramento CA 95820
Street # Street Name City State Zip

Mailing Address (if different than home address): _____
Street # Street Name City State Zip

Resident of City Council District No: Five (5) Business in Council District No: Eight (8)
Required If Applicable

Home Telephone: 916 Business Telephone: 916- _____

Please state the reason you would like to be a member of this board/commission (or attach):
I am an ardent arts and community advocate with a good background knowledge of the mission and work of the Sacramento Metropolitan Arts Commission (I am the chair of the CAEP sub-committee and have served on the Poet Laureate and Arts Education committees and various panels). As a trusted community leader, I offer the Commission connections to the poetry community and beyond. As a community college instructor, I offer my connections to adult education and access to emerging artists. As a practicing and publishing author, I have current knowledge of the challenges and opportunities posed to artists and the community. I believe great art makes a great community, and I am dedicated to seeing Sacramento's arts and artists thrive. Picasso said: "All children are artists. The problem is how to remain an artist once [s]he grows up." I want to continue to work so that those desiring to can express themselves through art.

Are you currently, or have you in the past, served on an advisory group? Yes No If yes, state the name of the group and how that service supports your application (or attach).

Yes, I have served on the Sacramento Metropolitan Arts Commission for the past three years.

Do you, or an immediate family member, have any relationship (professional, financial, other) that may present a potential conflict of interest for this advisory group? Yes No If yes, please explain:

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

Hutcheson

APPLICANT NAME

FROM DATE: BUSINESS NAME: _____

TO DATE: ADDRESS: _____
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED:

FELONY CONVICTIONS: A felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Have you ever been convicted of a felony? If yes, please indicate for each conviction, the date of the conviction, the location of the court of conviction, and the exact denomination of the offense resulting in conviction:
No.

CIVIL ACTIONS: List each civil action, if any, in which punitive or exemplary damages have been assessed against you, indicating in each instance the date of the trial, court judgment and the location of the court which rendered the judgment:
N/A

I DECLARE, UNDER PENALTY OF PERJURY THAT ALL STATEMENTS IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE:

Signature: /s/ Heather L. Hutcheson  Date: 2 June 2011

DISCLOSURE AND REGULATORY REQUIREMENTS

City Code Section 2.40.060: Conflict of Interest Disclosure - If a Statement of Economic Interests Form 700 is required for this position (see announcement), the form must be filed with the Office of the City Clerk prior to beginning service. The City Clerk will provide appointees with the filing form and instructions. Official status to serve will be delayed until the form is filed with the Office of the City Clerk.

City Code Section 2.40.010: Attendance - Board/commission members are required to attend meetings on a regular basis, and may be removed if a member does not attend three consecutive regularly scheduled meetings. If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member? Yes No

City Resolution 2007-653: Mandatory Ethics Training - Board/commission members are required to satisfy the local ethics training requirement mandated by Government Code Sections 53234 et seq. and may be removed if proof of attendance is not filed with the Office of the City Clerk within 60 days of appointment. Appointees will be provided with an on-line training resource. If appointed, will you be able to complete the training within 60 days? Yes No

ACCOMMODATION INFORMATION

PLEASE IDENTIFY ANY SPECIALIZED ACCOMMODATIONS NEEDED FOR EQUAL PARTICIPATION:



City of Sacramento

RECEIVED
CITY CLERK'S OFFICE
CITY OF SACRAMENTO

Application for

Appointment to Boards/Commissions and Committees

2011 MAY 24 P 3: 21

INSTRUCTIONS: Provide all information requested. Attachments must be single sided on 8.5 x 11 paper. If you will be representing an organization, you must include a letter from the organization recommending you as their representative. Note: All information provided on this form is a public record. Return this completed application form to: Office of the City Clerk, Historic City Hall, 915 I Street, Rm. 116, Sacramento, CA 95814. Tel: (916) 808-7200.

IMPORTANT: Letters of recommendation are optional. If you choose to include a letter it must be submitted as part of this application. Letters will not be accepted after your application is filed with the City Clerk's Office.

BOARD / COMMISSION OR COMMITTEE NAME: Sacramento Metropolitan Arts Commission

CATEGORY FOR WHICH YOU ARE APPLYING: Arts administrator A-2
Description (if applicable) Category Letter

- Name of Company/Organization Being Represented (if applicable): _____
- Company/Organization Authorization Letter Attached (if applicable to qualifications of category)

Applicant Name: Naisy Carlin J. E-Mail: _____
Last First Middle

Home Address: _____ Kathy Court Sacramento CA 95831
Street # Street Name City State Zip

Mailing Address (if different than home address): _____
Street # Street Name City State Zip

Resident of City Council District No: 7 Business in Council District No: 3 and 4
Required If Applicable

Home Telephone: _____ Business Telephone: _____

Please state the reason you would like to be a member of this board/commission (or attach):

I am currently Chair of the Commission and would like to continue my work. I am a member of the APP Committee and am involved in advocacy and fund raising.

Are you currently, or have you in the past, served on an advisory group? Yes No If yes, state the name of the group and how that service supports your application (or attach).

Art in Public Places - now part of the Commission

Do you, or an immediate family member, have any relationship (professional, financial, other) that may present a potential conflict of interest for this advisory group? Yes No If yes, please explain:

BACKGROUND INFORMATION

You may also attach a resume reflecting experience, community activities or other qualifications not listed below that would be helpful to the Council in evaluating your application.

EDUCATION:

BA in English
Teaching Credential

WORK EXPERIENCE: List names, addresses and dates of employment for the last five (5) years. Attach additional sheets of paper if needed.

CURRENT EMPLOYER: self

FROM DATE: 1985

EMPLOYER NAME:

TO DATE: present

ADDRESS: _____
Street # Street Name City State

DUTIES:

Manage commercial property and bookstore.

PRIOR EMPLOYER(S):

FROM DATE:

EMPLOYER NAME: _____

TO DATE:

ADDRESS: _____
Street # Street Name City State

DUTIES:

FROM DATE:

EMPLOYER NAME: _____

TO DATE:

ADDRESS: _____
Street # Street Name City State

DUTIES:

FROM DATE:

EMPLOYER NAME: _____

TO DATE:

ADDRESS: _____
Street # Street Name City State

DUTIES:

BUSINESS ENTERPRISES: List business name including fictitious name and address of any business enterprises currently or previously owned or operated.

FROM DATE: 1985

BUSINESS NAME: Beers Books

TO DATE: present

ADDRESS: S. Street Sacramento CA
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED:

Book store

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

Carlin Naify
APPLICANT NAME

FROM DATE: 1991 owned 2009 managed BUSINESS NAME: Sutter II Medical Office Building
TO DATE: present ADDRESS: 29th St. Sacramento CA
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED: My husband and I manage a large medical office building.

FELONY CONVICTIONS: A felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Have you ever been convicted of a felony? If yes, please indicate for each conviction, the date of the conviction, the location of the court of conviction, and the exact denomination of the offense resulting in conviction:

[Empty box for felony convictions]

CIVIL ACTIONS: List each civil action, if any, in which punitive or exemplary damages have been assessed against you, indicating in each instance the date of the trial, court judgment and the location of the court which rendered the judgment:

[Empty box for civil actions]

I DECLARE, UNDER PENALTY OF PERJURY THAT ALL STATEMENTS IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE:

Signature: /s/ Carlin Naify Date: May 20, 2011
Type Name if Returning Via E-Mail or Print Sign and Mail

DISCLOSURE AND REGULATORY REQUIREMENTS

City Code Section 2.40.060: Conflict of Interest Disclosure - If a Statement of Economic Interests Form 700 is required for this position (see announcement), the form must be filed with the Office of the City Clerk prior to beginning service. The City Clerk will provide appointees with the filing form and instructions. Official status to serve will be delayed until the form is filed with the Office of the City Clerk.

City Code Section 2.40.010: Attendance - Board/commission members are required to attend meetings on a regular basis, and may be removed if a member does not attend three consecutive regularly scheduled meetings. If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member? Yes No

City Resolution 2007-653: Mandatory Ethics Training - Board/commission members are required to satisfy the local ethics training requirement mandated by Government Code Sections 53234 et seq. and may be removed if proof of attendance is not filed with the Office of the City Clerk within 60 days of appointment. Appointees will be provided with an on-line training resource. If appointed, will you be able to complete the training within 60 days? Yes No

ACCOMMODATION INFORMATION

PLEASE IDENTIFY ANY SPECIALIZED ACCOMMODATIONS NEEDED FOR EQUAL PARTICIPATION:

[Empty box for accommodation information]

Carlin Naify

Kathy Court Sacramento, CA 95831
Phone: 916 E-Mail:

Community Experience

Sacramento Metropolitan Arts Commission

- Chair 2010-the present
- Member since 2008
- Chair of the Art in Public Places Committee 2008-2010

Crocker Art Museum Association Board of Directors

- Secretary 2010-the present
- Chair of the Collections and Acquisitions Committee 2009-2011
- Member since 2004
- Served on the committee that rewrote the bylaws for the Board

Sacramento Public Library Foundation Board

- President 2004-2006
- Member 2001-2007
- Served on the committee that founded "Authors on the Move", the signature event for the Foundation

Crocker Art Museum Docent Council

- President 2002-2003
- Docent since 1995

National Charity League

- Sacramento Chapter President 2000-2001
- Northern California District Officer 2001-2003
- Member 1995-2003

Sacramento Unified School District

- District Champion 2002
- Kennedy High School Leadership Council Chair 1995-2003
- Created and presented Visiting Author Days for 5 elementary schools
- Created and presented College Night, Career Day, Grad Night and Orientation for Kennedy High School

Business Experience

Beers Books

- Owner since 1985

Sutter II Medical Office Building

- Owner/manager since 1991