

Meeting Date: 11/05/2013

Report Type: Discussion

**Personnel and Public
Employees Committee
Report**

915 I Street, 1st Floor

www.CityofSacramento.org

Title: Review applications and make nominations for the Sacramento Heritage, Inc. Board of Directors

Location: Citywide

Issue: After conducting interviews for open board and commission seats, the Personnel and Public Employees Committee reviews applications and forwards nominations to the Mayor for appointment.

Recommendation: 1) Review and discuss applications and 2) pass a motion to nominate three applicants, and forward to the Mayor for appointment; one nominee to category A-1 (member-at-large with finance experience/knowledge), one nominee to category A-2 (member-at-large with housing experience/knowledge), and one nominee to category A-3 (member-at-large with history experience/knowledge) on the Sacramento Heritage, Inc. Board of Directors.

Contact: Holly Charléty, Elections & Compliance Manager, (916) 808-7605, Office of the City Clerk; Roberta Deering, Senior Planner, (916) 808-8259, Community Development Department.

Presenter: None

Department: Office of the City Clerk

Division:

Dept ID: 04001011

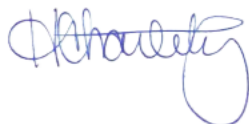
Attachments:

- 01 Description/Analysis**
- 02 Background and Interview Summaries**
- 03 Board/Commission Synopsis**
- 04 Interview Summaries and Applications**

Submitted By: Holly Charléty

Adobe

Signature:



Approved By:
Adobe
Signature:

Wendy Klock-Johnson

A handwritten signature in blue ink, appearing to read 'wkjmsk', with a horizontal flourish at the end.

Attachment 01 – Description/Analysis

Issue: After conducting interviews for open board and commission seats, the Personnel & Public Employees Committee reviews applications and forwards nominations to the Mayor for appointment.

Policy Considerations: None

Economic Impacts: None

Environmental Considerations: None

Sustainability: None

Commission/Committee Action: None

Rationale for Recommendation: The Personnel & Public Employees Committee conducts interviews for available positions on City advisory boards and commissions to identify the most qualified candidate(s). Subsequent to conducting interviews, the Committee reviews applications and forwards nominations to the Mayor for appointment. As interviews have been conducted, the recommendation is to 1) Review and discuss applications and 2) pass a motion to nominate three applicants, and forward to the Mayor for appointment; one nominee to category A-1 (member-at-large with finance experience/knowledge), one nominee to category A-2 (member-at-large with housing experience/knowledge), and one nominee to category A-3 (member-at-large with history experience/knowledge) on the Sacramento Heritage, Inc. Board of Directors.

Financial Considerations: None

Emerging Small Business Development (ESBD): None

Attachment 02 – Background and Interview Summaries

Sacramento Heritage, Inc. Board of Directors (Nominations)

Interviews for the following vacancies were conducted at the Personnel & Public Employees Committee meeting held on October 1, 2013.

VACANCY INFORMATION

Category Description	Residency	Incumbent
Category A-1 - Member-at-large with finance experience/knowledge	Not Required	William Burg (re-applied)
Category A-2 - Member-at-large with housing experience/knowledge	Not Required	Ian Merker (maxed out)
Category A-3 - Member-at-large with history experience/knowledge	Not Required	David Edwards (resigned)

INCUMBENT INFORMATION

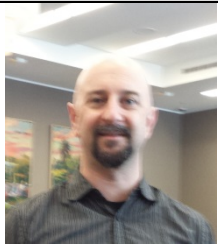
William Burg is the incumbent for category A-1. He was appointed to a partial term on October 11, 2011, is eligible for re-appointment and has applied. The following is a brief history of compliance for requirements of his position on the board.

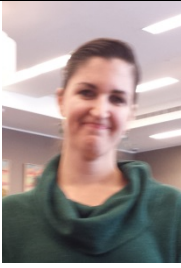

Requirement	Status	Comments
Ethic Training:	Current	Next Due 08/27/2014
Conflict of Interest:	Not Required	Not Required
Attendance:	9 Meetings Held	0 Absences

Ian Merker is the incumbent for category A-2 and has served the maximum allowable terms, making his seat available for appointment to a partial term.

David Edwards is the incumbent for category A-3 and has resigned, making his seat available for a partial term.

SUMMARY OF APPLICANTS (INCLUDING INTERVIEWS)

	Applicant	Categories	District	Interview Summary
	William Burg	A-1, A-2 or A-3	4	<ul style="list-style-type: none"> - Incumbent - Feels Heritage tourism in the city is important - Designed and lead 2 dessert tours - Working on new walking tours - 14 years as a social worker

	<p>Katherine Vallaire</p>	<p>A-3</p>	<p>5</p>	<ul style="list-style-type: none"> - Interested in working with the public - Cultural Resource Manager for 10 years - 8 years as a Sacramento resident
<p>No Photo</p>	<p>Clara Smith</p>	<p>A-1, A-2 or A-5</p>	<p>4</p>	<ul style="list-style-type: none"> - Not interviewed
	<p>Amber Grady</p>	<p>A-1 or A-3</p>	<p>5</p>	<ul style="list-style-type: none"> - Longtime interest in serving on this commission and in preservation - Masters in Historical Preservation - Project management experience

Attachment 03 - Board/Commission Synopsis

SACRAMENTO HERITAGE, INC. BOARD OF DIRECTORS

Membership: Nine (9) members as follows:

- A. Five (5) members at-large appointed by the Mayor and confirmed by the City Council, with knowledge and/or experience in the following areas:
 1. Finance
 2. Housing
 3. History
 4. Preservation
 5. Construction/Development/Architecture
- B. Four (4) members (chairperson or designee) by virtue of holding a City Council appointed position on the following boards or commissions:
 1. Sacramento Housing and Redevelopment Commission
 2. Preservation Commission

Appointing

Authority: Various as noted above.

Powers & Duties: Plan and implement a yearly program that will accomplish the goals of the organization:

1. Provide for the preservation of architecturally and historically significant buildings in the City of Sacramento;
2. Provide for preservation related housing in the City of Sacramento;
2. Prepare and submit an Annual Report to the membership; and
4. Search out funding sources or financing mechanisms for the organization.

Meeting Info: Monthly on the 4th Wednesday at 6:00 p.m., Room CH 1217, New City Hall, 915 I Street. Special meetings are called for specific issues as needed.

Compensation: None.

Term: Two (2) year term for at-large appointees. Two term limit applies. The representatives from the specified boards and commissions shall serve for the tenure of their term on the board or commission represented. An unexpired term is not a complete term.

Residency: City Residency is not required.

Formation Authority: City Resolution 75-307; By-Laws as amended 05/14/07

Managing Department: Community Development Department
300 Richards Blvd., 3rd Floor
Sacramento, CA 95811
Telephone: (916) 808-8684

Contact(s): Roberta Deering; rdeering@cityofsacramento.org; (916) 808-8259
Nancy Bennett; nbennett@cityofsacramento.org; (916) 808-8684

Website: None.

Filings: Statement of Economic Interests Form – Not Required.
Local Ethics Training Certification – Required. File with Sacramento City Clerk (916) 808-7200



City of Sacramento

RECEIVED
CITY CLERK'S OFFICE
CITY OF SACRAMENTO

Application for Appointment to Boards/Commissions and Committees

OCT 25 P 12:16

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 HERITAGE, INC.

CATEGORY FOR WHICH YOU ARE APPLYING: A-1, FINANCIAL
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: BURG WILLIAM ANTHONY E-Mail: _____
Last First Middle

Home Address: 23RD ST SACRAMENTO CA 95816
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: 4 Business in Council District No: _____
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 A BOARD MEMBER AND HAVE SERVED ONLY A PARTIAL TERM.

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).

SACRAMENTO/WHIT EAK. STREETWALK ADVISORY GROUP.

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:

William Bura

APPLICANT NAME

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, SOLID STUDIES, SECONDARY SUBJECTS - HUMBOLDT STATE UNIVERSITY
MA, PUBLIC HISTORY - SACRAMENTO STATE

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

CURRENT EMPLOYER:

FROM DATE: 2/16/2009

EMPLOYER NAME: CALIFORNIA STATE PARKS - OFFICE OF HISTORIC PRESERVATION

TO DATE: PRESENT

ADDRESS: 2300 ST. SUITE 100, SACRAMENTO CA 95816

DUTIES:

HISTORIAN - REGISTRATION UNIT

PRIOR EMPLOYER(S):

FROM DATE: 2/16/2006

EMPLOYER NAME: TUCS SRO COLLABORATIVE

TO DATE: 2/15/2007

ADDRESS: J STREET, SACRAMENTO CA 95816

DUTIES:

CASE MANAGER, SWIFT HOTEL/SRO.

FROM DATE:

EMPLOYER NAME:

TO DATE:

ADDRESS: _____

DUTIES:

FROM DATE:

EMPLOYER NAME:

TO DATE:

ADDRESS: _____

DUTIES:

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

FROM DATE: 2002

BUSINESS NAME: SUPER ART MEDIA

TO DATE: PRESENT

ADDRESS: PO BOX 163688 SACRAMENTO CA 95816

TYPE OF BUSINESS OR SERVICE RENDERED:

EVENT PROMOTION / FREELANCE WRITING

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

WILLIAM BURC

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.

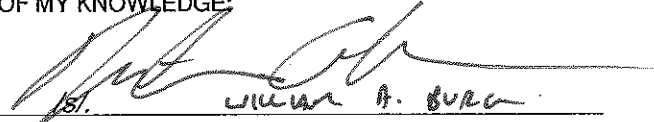
Have you ever been convicted of a felony? If yes, please indicate for each conviction, the date of the conviction, the location of the court of conviction, and the exact denomination of the offense resulting in conviction:

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:

NONE

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

Signature: 
Type Name if Returning Via E-Mail or Print, Sign and Mail

Date: 10/23/2012

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
Application to Boards/Commissions and Committees
Applicant Information (confidential data)
For administrative purposes only

This completed section is confidential and will be detached from your application. The following information is voluntary and is gathered in accordance with State and Federal laws for the purpose of evaluating the effectiveness of our equal opportunity efforts.



RECEIVED
CITY CLERK'S OFFICE
CITY OF SACRAMENTO

City of Sacramento

Application for

2013 APR 29 P Appointment to Boards/Commissions and Committees

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 Heritage, Inc.

CATEGORY FOR WHICH YOU ARE APPLYING: Public member with knowledge/exp. history A-3
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: Vallaire Katherine A E-Mai
Last First Middle E-Mail

Home Address: Bigler Way Sacramento CA 95817
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: _____
Required If Applicable

Home Telephone: _____ Business Telephone: _____

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

Sacramento has a rich history that is beautifully represented through its standing structures. Along with wonderful architectural attractions such as the capitol and the governor's mansion, Sacramento is also home to some very unique pocket areas that have histories and architectural wonders of their own. I would be honored to work with other like-minded individuals in the preservation and protection of Sacramento's standing history. I have worked in Cultural Resource Management for almost 10 years and received a Master's degree in Public History from Sacramento State University in 2011. Though I have not served as a board member for any advisory groups, I find working with a community to reach a common goal very satisfying.

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).

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: California State University, Sacramento: 2011 M.A. Public History; California State University, Chico: 2005 B.A. Anthropology

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

CURRENT EMPLOYER:

FROM DATE: 01-03-2011 EMPLOYER NAME: Far Western Anthropological Research Group
TO DATE: 11-09-2011 ADDRESS: Del Rio Place Davis CA
Street # Street Name City State

DUTIES: database entry, report editing, sorting artifacts, historical schooner excavation, Mission-era excavation, California coast

PRIOR EMPLOYER(S):

FROM DATE: 09-01-2010 EMPLOYER NAME: California State Museum Resource Center
TO DATE: 06-06-2011 ADDRESS: Port Street West Sacramento CA
Street # Street Name City State

DUTIES: database entry, inventory, analysis, and packaging of artifacts and museum objects

FROM DATE: 08-01-2008 EMPLOYER NAME: Solano Archaeological Services
TO DATE: 05-01-2012 ADDRESS: Sunset Avenue Suisun City CA
Street # Street Name City State

DUTIES: archaeological survey and site documentation in Central Montana, report writing (historic section on CA-SOL-364)

FROM DATE: 10-01-2005 EMPLOYER NAME: Millennia Molding and Casting Company
TO DATE: 04-25-2013 ADDRESS: Highler Way Sacramento CA
Street # Street Name City State

DUTIES: My husband's company. We create museum quality casts of artifacts for educational purposes.

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

FROM DATE: BUSINESS NAME: _____
TO DATE: ADDRESS: _____
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED:

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

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:

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:

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

Signature: /s/ [Signature] Date: 04-25-2013
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:



**City of Sacramento
Application to Boards/Commissions and Committees
Applicant Information (confidential data)
For administrative purposes only**

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City of Sacramento

Application for Appointment to Boards/Commissions and Committees

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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 Heritage, Inc.

CATEGORY FOR WHICH YOU ARE APPLYING: A-1, A-2, or A-5
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: Smith, Clara E-Mail:
Last First Middle

Home Address: "N" St. #0, Sacramento, CA 95816
Street Name City State Zip

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

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

Home Telephone: Business Telephone:

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

Your mission is of great interest to me.

RECEIVED
CITY CLERK'S OFFICE
CITY OF SACRAMENTO
2013 MAR 18 A 8:15

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).

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: B.A. West Valley Jr. College + countless other courses.
Attended both City of Sac Academies - never missed or was late.

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

CURRENT EMPLOYER: None. Retired 10-1-2003

FROM DATE: EMPLOYER NAME:
TO DATE: ADDRESS: _____
Street # Street Name City State

DUTIES: _____

PRIOR EMPLOYER(S): Self: Smith's Tax Service + Business Mgmt.

FROM DATE: 8-1-1964 EMPLOYER NAME: _____
TO DATE: 10-1-2003 ADDRESS: W. Campbell Ave, Campbell, CA + 2 moves
Street # Street Name City State

DUTIES: Income Tax Returns Bookkeeping, Real Estate License current since 1979. Life Time Teaching Credential @ Jr. College level
for all business subjects. See attached.

FROM DATE: 1998 EMPLOYER NAME: Dept. of Veterans Affairs, State of CA
TO DATE: 2003 ADDRESS: _____
Street # Street Name City State

DUTIES: Collection Agent for late paying home loans.

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: 1964 BUSINESS NAME: Too many real estate partnerships
TO DATE: 1999 ADDRESS: to even go into.
Street # Street Name City State

TYPE OF BUSINESS OR SERVICE RENDERED:

All sold off, closed down, + I am fully retired from same.

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

Clara Smith
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:

none.

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:

none.

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

Signature: /s/ Clara Smith Date: 3-12-13
Type Name if Returning Via E-Mail or Print, Sign and Mail

DISCLOSURE AND REGULATORY REQUIREMENTS

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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:

none.



City of Sacramento
Application to Boards/Commissions and Committees
Applicant Information (confidential data)
For administrative purposes only

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State of California

THE STATE BOARD OF EDUCATION ACTING IN ACCORDANCE
WITH THE AUTHORITY VESTED IN IT AWARDS TO



Standard Teaching Credential

SUBJECT TO THE FOLLOWING REGULATIONS

ISSUED: 4-13-72 EXPIRES: LIFB SSN # _____ RENEWAL REQUIREMENTS:

SUBJECT(S) 291, 578, 661, 558, 555, 557, 713 *****
AUTHORIZATION(S) 125 ***** MAJOR(S) ***** MINOR(S) *****

Ed Shover
CHAIRMAN, COMMISSION FOR TEACHER
PREPARATION AND LICENSING

Joseph A. Gustafson
EXECUTIVE SECRETARY, COMMISSION FOR
TEACHER PREPARATION AND LICENSING

FOR AN EXPLANATION OF RENEWAL REQUIREMENTS,
SUBJECT, AND AUTHORIZATION CODES, SEE BOOKLET NO. 826.

Henry T. Sanderborn
PRESIDENT, STATE BOARD OF EDUCATION

William Miller
SUPERINTENDENT OF PUBLIC INSTRUCTION
SECRETARY, STATE BOARD OF EDUCATION

EXPLANATION OF: Clara Kunsch Smith's STANDARD TEACHING CREDENTIAL:

Subjects:

- 291 = Accounting
- 578 = Principles of Business Management
- 661 = Taxation
- 558 = Office Machines
- 555 = Office Practices
- 557 = Office Procedures
- 713 = Typing

Authorization 125 means:

To teach the business subjects named hereon including the evaluation of pupil occupational performance and the relating of such performance to class room instruction. Including but not limited to classes reimbursed from vocational education funds for not more than 1/2 of a full time teaching assignment in secondary schools & classes for adults.

State of California
DEPARTMENT OF REAL ESTATE

License current but on "ice"

IDENTIFICATION NUMBER
00696879

TYPE
Salesperson

ISSUANCE DATE
April 15, 1997

EXPIRATION DATE
April 14, 2001

State of California
DEPARTMENT OF REAL ESTATE

Clara Smith
N St #C
Sacramento, CA 95816

Current member of CAB for over 20 yrs.



Rental Housing Association of Sacramento Valley
221 Lathrop Way, Suite M Sacramento, CA 95815
Phone (916) 920-1120 Fax (916) 929-0657

Clara Smith

Name

Company

14088
Member Number

4/30/2000
Expires

Serving Sacramento,
El Dorado, Placer, Yolo,
Yuba and Sutter Counties

Chapter of the
California Apartment Association

NATIONAL ASSOCIATION OF PARLIAMENTARIANS

213 South Main Street
Independence, MO 64050-3850
(816) 833-3892 (888) NAP-2929

Dues payable January 1 and
delinquent February 1



Clara Kunsch Smith
Member

Retired

Thank you for renewing your membership in the National
Association of Parliamentarians for the year ending
December 31, 1999

Your membership card is valid upon payment of dues.
Please detach and keep for a receipt.

National Association
of Tax Practitioners



MEMBERSHIP NO.

RENEWAL DATE

506369462

Aug 31, 2000

Clara Smith
Smith's Tax Service
N St #C
Sacramento, CA 95816

retired

Sarah Nieft
Executive Director



INLAND SOCIETY OF TAX CONSULTANTS, INC
this is to certify that

Clara Smith

retired

is a member in good standing

Valid to
6-30-00

Sharyn Jones
Society President

no longer. Sold Fresno holdings.

Apartment Association
of Greater Fresno

ONE "FREE" PASS TO ATTEND AN AAGE
MONTHLY MEETING

(Can be applied toward a dinner meeting - \$7.50 Value)



STATE OF CALIFORNIA

Department of Real Estate
Serving Californians Since 1917

Real Estate Salesperson License

Clara Smith

BROKER AFFILIATION

None

This license is issued in a non-working status.
The licensee may not perform licensed activities.


Real Estate Commissioner

Identification Number: 00696879 Issued: April 12, 2011

Expires: April 11, 2015



National Association of Parliamentarians®

213 South Main Street • Independence, Missouri 64050-3850 • (816) 833-3892 • FAX (816) 833-3893

September 1, 1997

Clara Kunsch Smith
N St #C
Sacramento 95816

1995-1997

Kathryn C. Scheld
President
4720 Rustic Oak Way
Carmichael, CA 95608-1159
(916) 961-7404

Carrie-Mae Blount
First Vice-President
7712 Pickard NE
Albuquerque, NM 87110-1562
(505) 298-6138

Leonard M. Young
Second Vice-President
2524 South Seminole Drive
Independence, MO 64057
(816) 795-0167

Donna L. Reed
Third Vice-President
9318 Faircrest Drive
Dallas, TX 75238
(214) 341-9879

Nola Pursiful
Secretary
7635 Terri Drive
Westland, MI 48185
(313) 427-5249

Virginia Taulbert
Treasurer
11329 West 77th Place
Shawnee, KS 66214
(913) 268-0721

Edith Scales Stidman
Parliamentarian
606 Cedarcroft Road
Baltimore, MD 21212-2703
(410) 435-8702

Kathryn Dehoney
Executive Director
213 South Main Street
Independence, MO 64050-3850
(816) 833-3892

Dear Clara:

The National Association of Parliamentarians congratulates you on passing the examination required for membership. Your grade is 81, a very good score. You will receive your membership card from our Headquarters Office.

After studying for, taking and passing the entrance exam, you are among those fortunate few in organizations who have a basic knowledge of parliamentary procedure. With this knowledge you will be in a position to help the organizations to which you belong function more efficiently.

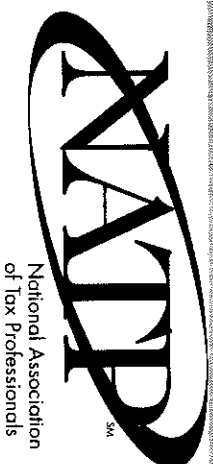
Like anything else, it takes application and additional study to become more knowledgeable about and comfortable with the use of parliamentary procedure. You are urged to take advantage of opportunities to attend workshops at the unit, state, district, and national levels. There is still a lot to learn and there are many opportunities to do so.

Again, welcome to the National Association of Parliamentarians. Best wishes to you as you continue the study of parliamentary procedure.

Sincerely,

ELSIE BABCOCK, Membership Chairman
4412 Georgia Street
Vallejo, CA 94591
707-643-7914

National Association of Tax Professionals



Certificate of Recognition

10
YEARS

In appreciation of continued support

Clara Smith

who is a member in good standing in accordance with the bylaws of this Association has been issued this Certificate of Recognition this 1st day of September, 2002.

A handwritten signature in black ink, appearing to read 'Larry L. Gray', is written over a horizontal line.

Larry L. Gray
President

California Tax Education Council Registered Tax Preparer Council



California Tax Education Council

California Tax Education Council

P.O. Box 2890

Sacramento, CA 95812-2890

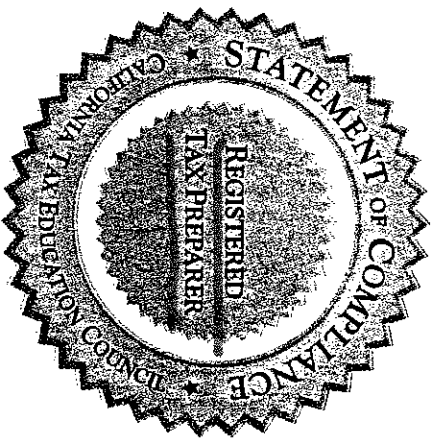
Toll free: 1-877-850-CTEC (2832)

www.ctec.org

A021368

CTEC No:

Valid through October 31, 2002



CLARA SMITH

REGISTERED TAX PREPARER

- In compliance with California State law, the aforementioned person:
- Has completed the tax education prescribed by law
 - Maintains a surety bond
 - Is registered with the California Tax Education Council

3/5/02 11:50:15 AM

Established by the Governor and Legislature of the State of California, July 1, 1997

This statement is issued pursuant to California Business and Professions Code Section 22250 et seq.

The Educational Institute
of the
American Hotel & Motel Association

Be it known that

CLARA SMITH

Has completed the prescribed course of study in

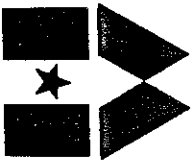
Hotel-Motel Accounting Fundamentals

In testimony whereof this

Certificate

is awarded.

INSTRUCTOR



January, 1970

Date

President

John P. Kelly

Executive Director

Clara S. Jeffrey

Mailing Address:
P.O. Box 162848
Sacramento, CA 95816-2848

E-Mail: cbc@jps.net



California Bicycle Coalition

Headquarters:
2th Street
Suite 118
Sacramento, CA 95814
Phone/Fax: (916) 446-7558

11/16/98

Executive Director:
Chris Morfas

Board of Directors:

K.C. Butler
Poway

Joe Caves
Sacramento

Ed Cox
Sacramento

Peter Galindo
Sierra Madre

Jim Haagen-Smit
Newcastle

Carolyn Helmke
San Francisco

Charles Higgins
San Francisco

Pat Hines
Los Angeles

Michael Jackson
Martinez

Mel Leventhal
Los Angeles

Ed McLaughlin
Chico

Valeri Mihanovich
Sacramento

Julie Millsap
Santa Cruz

Michelle Mowery
Los Angeles

Marcia Sagami
Costa Mesa

Ryan Snyder
Los Angeles

Dear Clara,

Thank you for being so
helpful with our financial documents.

Slowly but - surely, CBC is beginning
to deliver real results for bicyclists.
Your assistance has been invaluable
in that process. All of us here
are deeply appreciative.

Sincerely,

Chris Morfas

James K. Leong, Architect

N. Fulton #101 Fresno, CA 93701 (209) 233-1099

March 15, 1992

Ms. Clara Smith

Chico, CA 95926

Dear Clara:

Please find enclosed the latest masterplan for the Laotian Buddhist Temple Complex. As changes continue to be made, I will keep you posted on anything that might affect the property adjacent to the Temple.

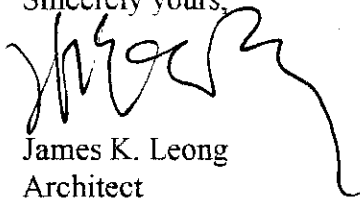
I wish to thank you again for the valuable help you gave us during the planning process, especially your contacting of the various companies in the vicinity to enlist their support for the project. The monks appreciated it.

I also wish to thank you for your generous financial gifts to help initiate our work.

I know that I can continue to draw on your professional resources as need may arise.

Thanks again, Clara.

Sincerely yours,



James K. Leong
Architect

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS
EMPLOYEE OF THE QUARTER NOMINATIONS

Upon completion of this form, please return to the Personnel Management Division.

First Quarter

Second Quarter

Third Quarter

Fourth Quarter

Employee Nominated: Clara Smith

Classification: Assist. Prop. Agent

Supervisor/Manager: Wayne Lang

Telephone Number: 503-8044


Summary of Accomplishments:

Clara continues to provide a high level of performance in handling Collections cases and loan servicing issues, with professionalism and attention to quality customer service. In this past quarter, Clara has demonstrated strong organizational skills for her large volume of collection cases. She has them categorized, organized in her cubicle for ready access, has an automated system to calendar contact, and has numerous binders and folders with processing resources and checklists. She has provided forms and checklists used in the Unit. She has provided training to new staff.

Clara has performed the full range of agent duties in Collections, having a full share of the work volume (divided by alphabet among 4 agents), despite being the only Junior Property Agent at that time. Her performance was such that during this quarter, her numbers on the 90+ delinquency report were the lowest in the Unit--reflective of her resolution of this^{es} complex and sensitive cases. Her numbers on all of the lists are strong--she has her section of the workload well in hand. Her use of the MITAS Comments is outstanding--she provides good details and complete information--providing any reviewer with current and accurate status on the case. The Division HQ Operations Manager recently completed an overview of the Collection cases, noting those cases that needed explanation or further action. Essentially none of Clara's cases were noted for further action--her cases met all standards for status and documentation. Her performance is additionally remarkable in light of the fact that during much of this period, Clara did not have a program tech to provide assistance, as it took time to hire a person into this position. Clara had to cover most of those duties provided by a Collection Team Tech.

Clara was recognized by CDVA Secretary Thiesen during this quarter for her efforts in improving morale of staff with the flowers she brings in for staff. She has helped with special events and been consistent in sharing this hobby by brightening the day for others.

Clara professes that she loves the work she does, and it shows. She is highly dependable and does her work with enthusiasm. She is a true professional.


Wayne Lang



City of Sacramento

RECEIVED
CITY CLERK'S OFFICE
CITY OF SACRAMENTO

Application for

Appointment to Boards/Commissions and Committees

2013 MAY 15 P 2:14

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 Heritage, Inc. Board of Directors

CATEGORY FOR WHICH YOU ARE APPLYING: Public at-large (History) A-3
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: Grady Amber L E-Mail: _____
Last First Middle

Home Address: 13th Street Sacramento CA 95822
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: _____
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 an architectural historian and have a Master's degree in Historic Preservation. Since settling in Sacramento over 10 years ago I have wanted to be more involved in local preservation. I am at a point in my life and career that I can now dedicate time to an organization with a worthy cause. I would love to be in a position to promote and preserve Sacramento's significant historical resources and encourage public participation and education to that end.

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).

I was staff for two advisory groups to the County of Santa Clara Planning 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:

Resume attached.

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

CURRENT EMPLOYER:

FROM DATE:

EMPLOYER NAME:

TO DATE:

ADDRESS:

Street #

Street Name

City

State

DUTIES:

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:

BUSINESS NAME:

TO DATE:

ADDRESS:

Street #

Street Name

City

State

TYPE OF BUSINESS OR SERVICE RENDERED:

CITY OF SACRAMENTO -
APPLICATION FOR APPOINTMENT

Grady, Amber

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:

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:

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

Signature: /s/ Amber Grady Date: 4/25/2013
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:



City of Sacramento
Application to Boards/Commissions and Committees
Applicant Information (confidential data)
For administrative purposes only

This completed section is confidential and will be detached from your application. The following information is voluntary and is gathered in accordance with State and Federal laws for the purpose of evaluating the effectiveness of our equal opportunity efforts.

AMBER GRADY

13TH STREET, SACRAMENTO, CA

PHONE - (916) 752-5607

amber.grady@gmail.com

SUMMARY OF QUALIFICATIONS

- Over 13 years experience in professional Cultural Resource Management and Environmental Compliance.
- Expert-level understanding of Environmental Impact Reports (EIR), Environmental Impact Studies (EIS), Historic Property Survey Reports (HPSR), Historic Architecture Survey Reports (HASR), Finds of Effect (FOE), DPR523 forms, historic resource survey and evaluation procedures.
- Skilled in managing large survey projects, maintaining 6000+ property database.
- HAZWOPER Certified and Caltrain RWP trained.

EXPERIENCE / ACCOMPLISHMENTS

December 2011 – Present

Environmental Planner II – Cultural Resources Analyst (California Energy Commission)
Sacramento, CA

- Provide technical expertise to the Cultural Resources Unit with regards to built environment resources as the only architectural historian on staff.
- Act as the Cultural Resources lead for the environmental review portion of licensing major energy projects in California.
- Identification of historic, pre-historic, and ethnographic resources and cultural landscapes, and evaluation of those resources for historic significance under the California Register and National Register.
- Prepare various documents associated with the environmental review process as mandated by the Warren-Alquist Act (e.g., Data Adequacy, Data Requests, and Staff Assessments).
- Collaborate with multiple state and federal agencies to identify resources and negotiate mitigations.
- Coordinate the implementation a cultural landscape studies of the Desert Training Center/California-Arizona Maneuver Area and Prehistoric Trails Cultural Landscape. Project includes development of a historic contexts and field manuals to facilitate standardization of field recordation, identification and evaluation of prehistoric and historical archaeological features, and coordination of multiple cultural resource consultants.
- Analyze American Recovery and Reinvestment Act (ARRA) funded projects for impacts to cultural resources and ensure that various energy-related activities do not adversely affect identified resources.
- Implement Programmatic Agreement between California State Historic Preservation Officer, Department of Energy, California Energy Commission and others.

July 2003 – October 2011

Senior Scientist – Architectural Historian (EIP/PBS&J/Atkins) Sacramento, CA

- Support California, Nevada, and Arizona offices as the only full-time architectural historian west of Texas.
- Prepare National Environmental Policy Act (NEPA) documentation including Environmental Impact Studies, Environmental Assessments, and Categorical Exclusions.
- Prepare California Environmental Quality Act (CEQA) documentation including Environmental Impact Reports, Initial Studies, Mitigated Negative Declarations, and Categorical Exemptions.
- Prepare Section 106 documentation.
- Perform historic building and structure surveys (from single building evaluations to district wide surveys) and complete National Register of Historic Places and California Register of Historical Resources evaluations.
- Cultural Resources Topic Leader for the San Francisco to San Jose Segment of the High-Speed Rail project. Documents included – HPSR, HASR, FOE, and Cultural Resources Section of the EIR/EIS.

- Prepare various EIR sections including Aesthetics, Agricultural Resources, Cultural Resources, and Land Use and Planning.

November 2001 – July 2003

Planner II (Santa Clara County Planning Department)

San Jose, CA

- Prepared Initial Studies, Negative Declarations, Mitigation Monitoring and Reporting Programs, Notices of Preparation and Notices of Declaration for Land Use Applications.
- Reviewed Environmental Impact Reports from other jurisdictions for compliance with CEQA and County Ordinances.
- Staffed two planning advisory committees; San Martin Planning Advisory Committee and the South County Joint Planning Advisory Committee.
- Reviewed land use applications for completeness, compliance with CEQA, and compliance with Williamson Act Contracts (California Land Conservation Act).
- Processed all new Williamson Act Contract Applications.
- Staffed the Public Information Counter.

August 2001 – November 2001

Preservation Specialist - Intern (City and County of San Francisco)

San Francisco, CA

- Assisted with historic resource surveys.
- Prepared DPR 523 forms.
- Researched individual property histories including building permit records.

March 2000 – November 2001

Preservation Specialist (Dill Design Group)

Los Gatos, CA

- Assisted with archival research for historic reports, mainly in Santa Clara and Santa Cruz counties.
- Project manager for Historic American Building Survey photography projects.
- Assisted architect in redesigning existing residential spaces using AutoCAD LT, Excel, and Photoshop.
- Conducted site surveys; measured drawings, photographing existing conditions, sketching elevations.

EDUCATION

Savannah College of Art & Design

Savannah, GA

- M.A., Historic Preservation; Dean's List – Fall 98, Winter 99

California State University, Chico

Chico, CA

- B.A., Interior Design with a minor in Art History

REFERENCES

Denise Jurich, AECOM, Senior Archaeologist, denise.jurich@aecom.com, (916) 296-9442

Fran Ruger, Ascent Environmental, Inc., fran.ruger@ascentenvinc.com, (916) 261-2891

Steve Smith, AECOM, Project Manager, steve.smith@aecom.com, (916) 952-6173

Patrick Hindmarsh, formerly of Atkins, (530) 677-5063

April 11, 2013

To Whom It May Concern:

This letter is my personal recommendation for Amber Grady. While at Atkins I was Amber's immediate supervisor. I found her to be consistently easy to work with, knowledgeable, and a dedicated employee.

Amber was assigned to a variety of projects and successfully completed the required cultural resources study and the associated section for compliance documents. As a senior architectural historian, Amber's experience with state and federal compliance requirements was a great asset to our company and our clients. Amber easily took on large and small projects, including the California High Speed Rail San Jose to San Francisco project, which included over 3000 parcels that needed evaluation. Amber's thoroughness and attention to detail resulted in a complete and professional documentation of the built environment.

Amber's ability to concisely and simply explain complex cultural resources-related issues to clients was an immense help in guiding projects through the compliance process. Amber also supervised junior staff and interns. With her oversight, training junior employees was easily accomplished due of her patience and experience.

I highly recommend Amber for employment. She is a highly skilled, very experienced cultural resources professional who would make a great asset to any organization.

Sincerely,

A handwritten signature in black ink, appearing to read "Denise M. Jurich". The signature is fluid and cursive, with a large initial "D" and "M".

Denise M. Jurich