

# Council Communication

## December 6, 2016, Business Meeting

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### Annual Appointments to the Citizen Budget Committee and Municipal Audit Commission, and Appointment of a Council Liaison to the Municipal Audit Commission

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**FROM:**

Barbara Christensen, City Recorder, christeb@ashland.or.us

**SUMMARY**

Annual appointment of two positions on the Citizen Budget Committee with 4-year terms ending December 31, 2023.

Annual appointment of one position on the Municipal Audit Commission with 3-year term ending of December 31, 2021 and appointment of 1-year term for Council Liaison.

Annual appointment of council liaison to the Municipal Audit Commission with term ending 12/31/2017. Councilor Rosenthal is the current liaison.

**BACKGROUND AND POLICY IMPLICATIONS:**

The deadline for submission of applications ended on November 11, 2016 and notice of these vacancies were published in the local newspaper and placed on the city website.

Budget Committee member William Gates and David Runkel whose terms are ending have requested reappointment. New applications were received from Paula Hyatt, Saladin Amery and Sharon Harris.

Municipal Audit Commission member Roberta Stebbins has requested reappointment. No new applications were received.

**COUNCIL GOALS SUPPORTED:**

N/A

**FISCAL IMPLICATIONS:**

N/A

**STAFF RECOMMENDATION AND REQUESTED ACTION:**

None

**SUGGESTED MOTION:**

I move to appoint/reappoint \_\_\_\_\_ and \_\_\_\_\_ to the Citizen Budget Committee with term ending of December 31, 2023.



and

I move to appoint/reappoint \_\_\_\_\_ to the Municipal Audit Commission with term ending of December 31, 2021.

and

I move to appoint Councilor \_\_\_\_\_ as the liaison to the Audit Commission.

**ATTACHMENTS:**

Applications



City Recorder's Office

c/o Barbara Christensen

20 East Main Street

Ashland, OR 97520

November 9, 2016

Subject: Letter of Intent, Applying for Citizen's Budget Committee

Dear Ms. Christensen,

I am writing to express my interest, and request consideration for, the vacancy on the Ashland Citizen's Budget Committee. My professional experience in budgeting, valuation modeling, and project management, combined with my enjoyment of community involvement, lend themselves well to the Citizen's Budget Committee.

My family and I moved to Ashland six months ago, and currently I stay home with my young daughter. Subsequently I am in a unique position to draw from over 15 years of business experience and advanced education, while bringing a fresh perspective and flexible schedule availability to the committee. Additionally, Ashland's model of citizen inclusivity in the budget process, and provisions for soliciting feedback from the community appeals greatly to me. In my experience, collaborative processes yield strong comprehensive plans and I would welcome the opportunity to contribute.

Please find my application form and resume attached and thank you for your consideration of my qualifications for the position. It would be a privilege to lend my time and professional knowledge in support of a community my family and I have quickly come to love.

Sincerely,



Paula M. Hyatt



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BY: 

# CITY OF ASHLAND

## APPLICATION FOR APPOINTMENT TO CITY COMMISSION/COMMITTEE

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 20 E Main Street, or email [christeb@ashland.or.us](mailto:christeb@ashland.or.us). If you have any questions, please feel free to contact the City Recorder at 488-5307. **Attach additional sheets if necessary.**

Name Paula M Hyatt

Requesting to serve on: Citizens Budget Committee (Commission/Committee)

Address 625 Van Sant Street Ashland, OR 97520

Occupation: Financial Analyst/ Account Mgr. Phone: \_\_\_\_\_  
Home: 518-253-2749  
Work: \_\_\_\_\_  
Email: paulamanny@hotmail.com  
Fax \_\_\_\_\_

### **1. Education Background**

What schools have you attended? The George Washington University (Graduated 2000)  
State University of New York at Albany (Graduated 2007)

What degrees do you hold? Bachelors in Business Administration and Masters in  
Business Administration

What additional training or education have you had that would apply to this position?  
Please see attached resume

### **2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?

Please see attached resume

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? My finance education and business experience will help me contribute to the committee immediately however I always welcome educational opportunities. I would especially be interested in city budget and governance specific training.

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**3. Interests**

Why are you applying for this position? *Ashland's model of citizen inclusivity in the budget process, and provisions for soliciting feedback from the community appeals greatly to me. This process lends itself well to my professional skill set and desire to serve my community.*

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**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? *Yes, I am available to attend special meetings. My preference for meetings would be evening but I have daytime flexibility as well.*

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**5. Additional Information**

How long have you lived in this community? 6 Months

Please use the space below to summarize any additional qualifications you have for this position

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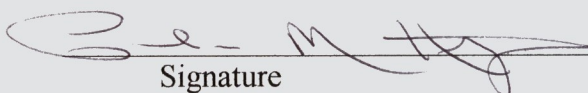
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11/9/2016  
Date

  
Signature

# Paula M. Hyatt

• 625 Van Sant Street, Ashland, OR 97520 • (518) 253-2749 • paulamanny@hotmail.com

## PROFESSIONAL EXPERIENCE:

**Senior Account Manager** *Accredo Health Group, Inc.*, Memphis, TN Jan. 2012- May 2014

- Actively managed and grew key accounts, across a diverse suite of services, generating revenue greater than \$25M annually
- Responsible for creating new products and services in support of key client needs resulting in upselling opportunities of \$3M
- Coordinated and conducted orientation of new Account Managers to job roles, responsibilities and expectations
- Developed curriculum, and facilitated comprehensive training sessions, educating peers and senior management on Accredo Intake, Clearance and Pharmacy Processes

**Product Development Analyst** Nov. 2011 – Jan. 2012

- Provided project management leadership required to execute on client-focused products and associated marketing strategies
- Responsible for financial modeling necessary to articulate economic benefits, across all stakeholders, for new products and services
- Developed a standardized initiation and diligence process to efficiently examine product development requests and opportunities

**Project Manager** Sept. 2010 – Oct. 2011

- Successfully met project milestones and completion dates due to excellent organization and time management skills, as well as timely initiation of troubleshooting measures when warranted
- Managed the vendor relationship with consulting services inclusive of deliverable prioritization and contract administration
- Provided Executive Management with key success factors for growth initiatives including project plan development, status updates, financial reporting, successful on-time completion of three site closures, and direct communication with stakeholders

**Business Development Senior Financial Analyst** May 2008- Sept. 2010

- Conducted valuation modeling and due diligence in support of over twenty Business Development project initiatives
- Facilitated deal closings, drove team to achieve an aggressive close dates, and aided in integration of business functions
- Supplied comprehensive analysis on capital projects to determine the project benefits and return on investment of proposed projects

**Senior Multi Function Financial Analyst** *Lockheed Martin*, San Diego, CA 2006-2008

- Selected for, and graduated from, the elite three year Lockheed Martin, Financial Leadership and Development Program (FLDP)
- Successfully implemented and maintained Earned Value Management on programs with combined assets greater than \$100M
- Composed, executed and revised actionable sales, orders and profit forecasts contributing to overall corporate performance

**Financial Analyst** *Lockheed Martin*, Schenectady, NY 2005-2006

**Clearance:** Department of Energy

- Coordinated, prepared and presented monthly financial reviews and analysis for use by the CFO and key management
- Demonstrated skill for quantitative analysis and forecasting necessary for execution of overhead functions and facilities work plans
- Team lead responsible for coordination and composition of the Finance Department 2007 Strategic Business Plan

**Accounting Operations Analyst** 2003-2005

- Chaired the Laboratory's Travel Council responsible for management, execution and reporting of a \$3.0M travel budget
- Accountable for cash ledger and banking activities including ledger entries, transfers, cash deposits, draw downs and reconciliations

**Senior Analyst** *Lehman Brothers*, New York, NY 2000-2002

- Promoted to Senior Analyst of the Retail Account desk after nine months in the Operations Analyst role
- Coordinated settlement instruction data clean-up project and created cost savings by improving information efficiencies

## EDUCATION:

**Masters Business Administration** *State University of New York at Albany*, Albany, New York Fall 2007

**Bachelors Business Administration** *The George Washington University*, Washington, DC Spring 2000

- Graduated Summa Cum Laude from the School of Business with concentrations in Finance and International Business
- Recipient of the John Henry Cowels award for outstanding academic achievement in the International Business Program

**Study Abroad** *Oxford University*, Oxford, England 1998

- Studied business practices of Great Britain through interactive case studies with top international firms

## VOLUNTEER EXPERIENCE:

- Treasurer, Billings Ranch Home Owners Association, Ashland, OR Sept. 2016 – Present
- Group Coordinator, Strolling Moms, Charleston, SC 2014 – 2015
- Liturgy Committee Chair and Pastoral Council Member, St. Peter's Church, Memphis, TN 2011 – 2013



BY: \_\_\_\_\_

# CITY OF ASHLAND

## APPLICATION FOR APPOINTMENT TO CITY COMMISSION/COMMITTEE

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Name Saladin Amery

Requesting to serve on: Citizen Budget Committee (Commission/Committee)

Address 419 Waterline Road Ashland OR 97520

Occupation self employed Phone: Home 970-274-6937  
Work \_\_\_\_\_  
Email samery26@gmail.com  
Fax \_\_\_\_\_

### 1. Education Background

What schools have you attended? Ithaca College NY

What degrees do you hold? BA English Literature

Minor in Psychology

What additional training or education have you had that would apply to this position?  
I worked in finance for over 20 years in various managerial capacities, building trading, sales and structuring platforms that required producing and managing business plans and budget allocations

### 2. Related Experience

What prior work experience have you had that would help you if you were appointed to this position?

I have held the position of President of Bank of America Securities Japan, along with Managing Director positions responsible for a multitude of people and business lines that had to deliver a return on investment each year. These positions required that I not only produce sound business plans, but also the ability to understand and decipher the budgets necessary to accomplish them, in delivering to the bottom line.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? Yes if the training makes sense and my schedule permits then I would be happy to attend



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**3. Interests**

Why are you applying for this position? \_\_\_\_\_

I feel I have the necessary skill set and the time to allow me to make myself available to the committee. I can imagine the responsibility that the committee bears and wish to be a part of that process and contribute to the community that I have chosen to live in and raise my children.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? \_\_\_\_\_

Yes I can be available, evening meetings would likely be best

**5. Additional Information**

How long have you lived in this community? I moved to Ashland in November 2014

Please use the space below to summarize any additional qualifications you have for this position

I hold financial licenses as per the following, US Series License 3, UK Financial License FSA (Equivalent to the US Series 7), JSDA Financial License for Japan, HKMA License 1 for Hong Kong and the STMA Financial License for Singapore and Australasia. I have lived, worked and traveled in multiple contries across the world and I believe along with my work experience, I would be a strong addition to the committee

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Oct 28th, 2016  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature





**3. Interests**

Why are you applying for this position? \_\_\_\_\_

I feel I have the necessary skill set and the time to allow me to make myself available to the committee. I can imagine the responsibility that the committee bears and wish to be a part of that process and contribute to the community that I have chosen to live in and raise my children.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? \_\_\_\_\_

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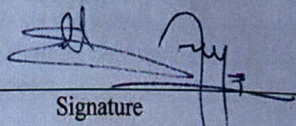
**5. Additional Information**

How long have you lived in this community? I moved to Ashland in November 2014

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Oct 28th, 2016  
Date

  
Signature



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**SALADIN AMERY**

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BY: *[Signature]*

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## Saladin Amery

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### PERSONAL

Name	SALADIN AMERY
Date of Birth/(Age)	February 24, 1966
Nationality	British
Marital Status/Children	Married / Two children
Address	419 Waterline Road Ashland OR 97520 USA
Telephone (mobile)	US 970-274-6937

### EDUCATION & QUALIFICATIONS

Ithaca College, Ithaca NY	B.A. English Literature 1987 Minor: Psychology
Licenses	SFA JSDA Series 3 HKMA License 1
Languages	English, Farsi & some Japanese
Interests:	Skiing, squash, golf, tennis, mountain biking, writing, politics, arts and adventure

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## Saladin Amery

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### CAREER SUMMARY

- Sept 2008 ~ Present**                      **Peris Capital Advisors Pte, Ltd.**  
Managing Director. Established the company, Peris Capital Advisors, in Singapore. The Company engages in advisory work, origination and capital raising out of Asia, for third party funds and individual projects.
- Aug 2004 ~ Jan 2008**                      **Bank of America Asia Ltd,**  
Managing Director, Head of Global Structured Products & Principal Finance for all of Asia. Managing and participating in, and actively marketing, originating and structuring, while overseeing the groups, originating, marketing, structuring and trading of GSP products, which included, credit cash & synthetic, loans, ABS/MBS, project finance etc . Also a member of the Asia Senior Management Committee
- Sep 2001 ~ Aug 2004**                      **BANC OF AMERICA SECURITIES JAPAN, INC**  
President and board member of, Banc of America Securities Japan and Managing Director, Head of Global Structured Products for all of Asia, and member of Global Management Committee for GSP.  
As President and board member of Banc of America Securities Japan, I oversaw all individuals and managed all the activities under the Banc of America Securities umbrella, ranging from trading, sales, marketing, structuring, compliance, risk, administration, licencing, regulatory, etc within Japan.  
As Head of GSP & Principal Finance for all of Asia, I managed and participated in and acted as a marketer, originator and structurer, while overseeing and managing the groups, marketing, origination, structuring, and trading of the products, which included, credit cash & synthetic, loans, ABS/MBS, project finance etc throughout Asia. While at the same time, overseeing the overall activities of the companies securities business in Japan.

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## Saladin Amery

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- Oct 2000 ~ Sep 2001** UBS Warburg Japan Ltd,  
Director, responsible for building Structured Credit Products team to focus on CDO/CLO, ABS and Structured Funds, throughout Asia.
- Jan 1995 ~ Sep 2000** **PaineWebber Asia (Japan) Inc**  
Senior Vice President, responsible for Structured Products for all of Asia. CBO/CLO/ABS, Structured Funds, Credit Derivatives, Securitization, Rates, Equity & FX Derivatives, etc. Including trading the US Corp book during Asia hours.
- Mar 1993 ~ Dec 1994** **Kidder Peabody International (Japan)**  
Vice President, focussed on building a Structured Products Group in Asia, on all aspects of derivatives, from structured notes and repackaged derivative instruments, credit, tax, interest rates, equity and FX related.
- Sep 1987 ~ Feb 1993** **Kidder Peabody International (London)**  
Sr Trader & Head of the US Government trading desk. Responsible for all Cash, Strips, OTC Options and Agency products. Running a proprietary book, that also serviced institutional and retail clients.

CITY OF  
**ASHLAND**

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Name SHARON HARRIS

Requesting to serve on CITIZEN'S BUDGET COMMITTEE (Commission/Committee)

Address 155 FIFTH ST ASHLAND, OR 97520

Occupation Self-employed

Phone: Home 208-215-1422

Work

Email SHARRIS63@YAHOO.COM

Fax

**1. Education Background**

What schools have you attended? BRANDEIS UNIV, UNIV. OF AK FAIRBANKS, KODIAK CC.,  
Studio Art Center International

What degrees do you hold? B.A., teaching credential

What additional training or education have you had that would apply to this position?

Working on several non-profit boards, as network administrator for the  
Westward Region Fish + Game in AK, managed \$250K budget annually.

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?

Managed departmental budget for state agency, managed construction  
expenses over 3-yr project.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? Couldn't hurt, but not necessary.



**3. Interests**

Why are you applying for this position? I'd like to gain understanding of how city budgets are processed + I'd like to participate in the process within the committee and in the larger community of Ashland.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? YES - No preference.

**5. Additional Information**

How long have you lived in this community? 5 years

Please use the space below to summarize any additional qualifications you have for this position.

I have been an active volunteer in the community and have an interest in positively working with city council & members of the community collaboratively. I'm a good networker & have exhibited skills in negotiating/mediating people with opposing perspectives.

11/15/16  
Date

[Signature]  
Signature

