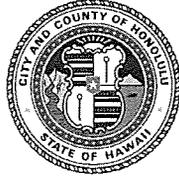


OFFICE OF THE MAYOR
CITY AND COUNTY OF HONOLULU

530 SOUTH KING STREET, ROOM 300 • HONOLULU, HAWAII 96813
PHONE: (808) 768-4141 • FAX: (808) 768-4242 • INTERNET: www.honolulu.gov



KIRK CALDWELL
MAYOR

EMBER LEE SHINN
MANAGING DIRECTOR
GEORGETTE T. DEEMER
DEPUTY MANAGING DIRECTOR

April 23, 2013

The Honorable Ernest Y. Martin, Chair
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

RECEIVED
CITY CLERK
C & C OF HONOLULU
2013 APR 23 AM 9:06

Dear Chair Martin and Councilmembers:

In accordance with Sections 4-104 and 14-105 of the Revised Charter of the City and County of Honolulu, as amended, I am requesting the City Council's confirmation of the following appointee, who will be serving a temporary commission beginning on May 6, 2013, and expiring upon her permanent appointment.

Nicole A. Velasco
Executive Secretary to the Neighborhood Commission

The officer's information is enclosed.

The individuals who have accepted my call to join the City government are all experienced, capable and dedicated leaders, and I would deeply appreciate your confirmation of their appointments.

Sincerely,

A handwritten signature in black ink, appearing to be "Kirk Caldwell", written over a horizontal line.

 Kirk Caldwell
Mayor

Enclosures

Office of the City Clerk
CITY AND COUNTY OF HONOLULU
STATE OF HAWAII

Certificate

I, Bernice Mau, City Clerk of the City and County of Honolulu, State of Hawaii do hereby certify that,

NICOLE A. VELASCO

a resident of the City and County of Honolulu, State of Hawaii is a duly registered elector (voter) of the

Precinct 01 Representative District 30, State of Hawaii

Affidavit No. 0422636 Registration Date: 05/15/04

Birth Date: _____

*In Witness Whereof, I have hereunto set my hand and caused the Seal of the City and County of Honolulu
to be affixed this 12 April 2013.*

Nicole A. Velasco

Signature of Elector

Bernice K. N. Mau

City Clerk
City and County of Honolulu
State of Hawaii

CITY AND COUNTY OF HONOLULU
NOMINEE/APPOINTEE FORM

1. Position Nominated to: Executive Secretary, Neighborhood Commission Office

2. Name: Nicole Alana Velasco
(First) (Middle) (Last)

3. Are you a citizen of the United States? Yes No
Are you a resident of the City and County of Honolulu? Yes No
If yes, how long 24
Are you a registered voter in the City and County of Honolulu? Yes No

4. Occupation: Government Affairs

5. Name and address of employer or firm:
Ashford & Wriston
1099 Alakea Street #1400, Honolulu, HI 96813

6. Does your employer do any business with the City and County of Honolulu?
Yes No If yes, state the nature of business and approximate dollar amount in the last five years:

7. Do you or does any member of your immediate family hold office or own stock in any firm?
Yes No

8. Does the firm do business with the City and County of Honolulu? Yes No
If yes, provide details including the name(s) of the firm:

9. Do you have any part-time employment, professional activity, or financial interests other than those indicated in the previous question? Yes No
If yes, provide details:
I have part-time employment with KANU Hawaii but that contract ends on
April 30, 2013.

10. Do you foresee any possible conflict between your present work, financial investments, business transactions or any other activity which would be incompatible with the proper discharge of your official duties or hinder you from effectively carrying out the duties for which you have been appointed? Yes No

11. Are any members of your family employed by the City and County of Honolulu or any attached agency? Yes No If yes, please specify the department and division:

12. Are there any incidents in your past that may jeopardize your nomination
Yes No

13. Have you ever been convicted of a felony? If yes, provide details:
No.

14. Education:
Princeton University, 2008
Punahou School, 2004

15. Provide a summary of major work experience for the last ten (10) years. Begin with your present job including military (attach additional sheets if necessary or resume):
*see resume

16. Community activities, etc. (also list any service on any other board or commission Federal, State or County):
*see resume

17. Have you ever been a member of a board or commission with the City and County of Honolulu?
Yes No If yes, provide name(s) of board/commission:

18. Will you be able to commit to the full term of this appointment? Yes No

19. Will you be able to commit to meeting dates and times? Yes No

20. Are you regularly away from Honolulu? Yes No If yes, please explain:

21. Are you willing to make a confidential financial disclosure to the city Ethics Commission upon appointment and yearly thereafter? Yes No

22. What do you understand to be the prime duties of your county appointment?
To bridge communication and operations between the Commission, staff, and the community. To optimize and overhaul, if necessary, the infrastructure and organizational aspects of the Neighborhood Commission Office. To provide an informative public service via a functioning Neighborhood Commission Office and related materials.

The above statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Nivola A. Velasco
(Signature)

04-10-13
(Date)

The completed form and any attachment(s) will be posted by the City Clerk and available on the City's DocuShare Website.

Nicole A. Velasco

EDUCATION

Princeton University, Princeton, NJ
University of Auckland, New Zealand
L'Università di Macerata, Italy
Punahou School, Honolulu, HI

EXPERIENCE

Ashford & Wriston, LLP, Honolulu, HI, Government Affairs, Feb 2013 - April 2013

- Attend hearings, floor sessions, and track legislation for clients during Hawaii Session 2013.

KANU Hawaii, Honolulu, HI, Community Organizer, January 2013 - April 2013

- provide project-based administrative and leadership assistance for KANU Fellows Program.

Candidate for Hawaii State House of Representatives – District 30, Feb 2012 – Aug 2012

Hawaii State Office of the Auditor, Honolulu, HI, Assistant Analyst, Aug 2011 – Feb 2012

- Conduct research and analyses on a per-project basis for performance and management audits.
- Track proposed legislation of Session 2012 pertinent to the Office of the Auditor.
- Analyze proposed special and revolving funds.
- Assist senior managers and senior analysts with data collection.
- Provide technical and stylistic edits for written reports.

Hawaii State House of Representatives – Finance, Honolulu, HI, Researcher, Dec 2010-May 2011

- Track and research fiscal bills relating to Education, Health, Housing, and Tourism.
- Provide background research for proposed legislation, current policy, and archived documents.
- Attend all hearings, meetings, and conferences for subject matter committees and Finance.

Ear Goo, Inc., New York, NY, Producer/Office Manager, Sept 2008-June 2010

- Supervise audio post-production for various TV network clients (Discovery Channel, National Geographic Channel, BRAVO, PBS, TLC, MTV, VH1, and STARZ).
- Manage production schedules (in-house work, deadlines, creative meetings, client reviews).
- Direct support for CEO/President with early development of two online start-ups (domestic and international).

ACTIVITIES

Envision Hawaii – Board Member
Honolulu Professionals Foundation – Member
Filipino Chamber of Commerce of Hawaii – Member
Fil-Am Courier - Writer
Hands in Helping Out - Member-Volunteer