



Los Angeles City Ethics Commission

November 26, 2013

The Honorable City Council
c/o Holly Wolcott, Interim City Clerk
200 North Spring Street
City Hall – 3rd Floor
Los Angeles CA 90012

**Re: Council File Number 13-0754
Appointment of Raymond Chan as the Interim General Manager of the
Department of Building and Safety**

FOR COUNCIL CONSIDERATION

Dear Councilmembers:

On November 4, 2013, the Mayor transmitted to the City Clerk a letter indicating the extension of his appointment of Mr. Raymond Chan as the Interim General Manager of the Department of Building and Safety. Mr. Chan's appointment was confirmed by City Council on November 8, 2013, and the City Ethics Commission received his pre-confirmation Statement of Economic Interests (SEI) on November 14, 2013. This letter is provided for inclusion in the City Council file. A copy of this letter is also being provided to Mr. Chan to help him avoid potential conflicts of interests that may arise in the course of his tenure as the Interim General Manager of the Department of Building and Safety.

Mr. Chan does not report any investments, income sources, or interests in real property on his SEI. However, interests disclosed on an SEI are not the only interests that can give rise to a conflict of interests. Recusal may be required under City Charter § 222, for example, which states that the City Attorney may provide a written opinion concerning the obligation of a City official to refrain from acting on a matter when doing so may not be in the public interest or may violate state law. If a matter raises a potential conflict of interests, we encourage Mr. Chan to seek the advice of the City Attorney before acting.

If you have questions, please feel free to contact me at (213) 978-1960.

Sincerely,

Shannon Prior
Ethics Program Manager

cc: Mayor Eric Garcetti
Mr. Raymond Chan