



ERIC GARCETTI  
MAYOR

May 1, 2014

Honorable Members of the City Council  
c/o City Clerk  
City Hall, Room 395

Honorable Members:

Subject to your confirmation, I have appointed Ms. Esther Hatch to the Harbor Area Planning Commission for the term ending June 30, 2015. Ms. Hatch will fill the vacancy created by Emma Castillo, whom I removed effective June 30, 2014 or at the time Ms. Castillo's successor is confirmed by the City Council.

I certify that in my opinion Ms. Hatch is qualified for the work that will devolve upon her, and that I make the appointment solely in the interest of the City.

Sincerely,

A handwritten signature in black ink, appearing to read 'E. Garcetti', is written over a faint, larger version of the signature.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Esther Hatch  
**Commission:** Harbor Area Planning Commission  
**End of Term:** 6/30/2015

### Appointee Information

1. **Race/ethnicity:** Latina
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 15 - Harbor
4. **Are you a registered voter?** Yes
5. **Prior commission experience:** Board of Neighborhood Commissioners
6. **Highest level of education completed:** Los Angeles Harbor College
7. **Occupation/profession:** PTA President, PTA Vice President, Lomita Math/Science Magnet, Council President, Vice President Membership, Lomita/San Pedro PTA Council
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Replacement
10. **Current composition of the commission (excluding appointee):**

Name	APC	CD	Ethnicity	Gender	Appt date	Term ends
Castillo, Emma	Harbor	15	Latina	F	05-Nov-10	30-Jun-15
Harmatz, Mitchell	Harbor	15	Caucasian	M	19-Nov-13	30-Jun-14
Lewis, Kandee	Harbor	15	African American	F	13-Oct-10	30-Jun-16
Serrano, Jr., Hector	Harbor	15	Latino	M	09-Aug-13	30-Jun-18
Trigas, Phillip	Harbor	15	Caucasian	M	16-Jul-09	30-Jun-17

# Esther M. Hatch

## *Experience...*

### **Lomita Math/Science Magnet ES**

*PTA President, PTA Vice President, School Site Council Chair, 2010 to Present*

Oversee and Lead activities and events for the largest PTA in LAUSD with a membership of 840 parents and teachers. I was honored to receive the Women of Distinction Award, 2012 from Dr. Vladovic, LAUSD Board Supervisor and the office of Senator Wright. Received Community Service Award, 2012 from Lomita Chamber of Commerce.

### **Lomita/San Pedro PTA Council**

*Council President, Vice President Membership, 2011 to Present*

Oversee activities of all PTAs in the cities of Lomita and San Pedro. Work closely inspire activities and increase membership.

### **Centro Shalom**

*Census Outreach Director, December 2009 to July 2010*

Created an awareness campaign and provided questionnaire assistance to the underserved populations that included Latinos, African-Americans and Cambodians in the Long Beach area. Recruited 500 volunteers to canvas 41 Hard to Count Census Tracts over a 7 week period and knock on 42,000 doors.

### **Board of Neighborhood Commissioners (BONC)**

*Commissioner, February 2008 to 2011*

Appointed by Mayor Antonio Villaraigosa to represent the Harbor Planning Area. The BONC has the responsibility for policy making and oversight, and approval of contracts and leases. BONC certified 90 plus Neighborhood Councils in the City of Los Angeles.

### **United States Bureau of the Census**

*Local Census Office Manager, October 2008 to June 2009*

Hired to oversee all operations in the hardest office in the nation to recruit and enumerate. Asked to appear as a guest on "Midday Sunday" with Tony Valdez, to bring awareness to Angelinos about the importance of the Census, upcoming operations and job opportunities.

### **Neighborhood Council Review Commission**

*Commissioner, June 2006 to September 2007*

Appointed by Mayor Antonio Villaraigosa to represent the Harbor area in a historical process on how to better improve the Neighborhood Council system. Attended by-monthly meeting and deliberated numerous topics surrounding the Neighborhood Council system. Held community workshops within each planning area of the City to gather public input of elections, definition of a stakeholder and governance.

# Esther M. Hatch

## **Harbor City Neighborhood Council**

*Outreach Committee Co-Chair, Planning and Land Use Committee Co-Chair*

Attend Stakeholder and Governing Board meetings on a by-monthly basis. Attend additional committee meetings once a month. The HCNCs primary role has been to reach out to stakeholders by bringing a local voice to government and empowering people to making their neighborhood a better place for all residents.

## **Spirit of the Red Horse**

*Retail Store Manager, August 2001 to September 2002*

Responsible for managing all Retail store procedures for an upscale Native American Indian Art and Jewelry store within Terminal 5 at LAX, from retail sales to meeting daily store budget and sales goals. Handles all personnel issues from recruiting, hiring, training and evaluating to disciplinary actions and termination. Concurrently, I worked closely with Primary Concessionaires and LAWA Airport Commission lobbying for Concessionaires rent reduction due to decreased sales at LAX subsequent to events of September 11<sup>th</sup>.

## **No On Proposition 38, The School Voucher Initiative, External Campaign**

*Field Organizer, Zone 1 (South Bay and Long Beach Area), July 2000 thru November 2000*

Worked closely with CTA and UTLA representatives to bring awareness to the general public on the importance of defeating Prop 38. Organized coalitions with key individuals and organizations as an extensive support effort. Effectively, solicited and maintained daily and nightly phone banks.

## ***Education...***

El Camino College, Torrance, CA  
Business 1983

Los Angeles Harbor College, Wilmington, CA  
Business 1984

Nathaniel Narbonne High School, Harbor City, CA  
General Studies 1981



ERIC GARCETTI  
MAYOR

May 1, 2014

Ms. Esther Hatch

Dear Ms. Hatch:

I am pleased to inform you that I hereby appoint you to the Harbor Area Planning Commission for the term ending June 30, 2015. In order to complete the process as quickly as possible, there are several steps that must be taken, many of which require visiting City Hall. If you require parking during these procedures, please call Justin Gonzalez in my Office at (213) 922-9788 to make arrangements for you.

To begin the appointment process, please review, sign and return the enclosed Remuneration Form, Undated Separation Forms, Background Check Release and Information Sheet **within one week** of receiving this letter. These documents are necessary to ensuring the most efficient, open and accountable City government possible. Further, Mayor's Office policy requires you to be fingerprinted as part of the background check that is done on all potential Commissioners. To do so, please bring this letter to the Background Unit of Employment Services Division, Personnel Department Building, 700 East Temple Street, Room 235, Los Angeles, California 90012. The division phone number is (213) 473-9343. Fingerprints must be taken **within three working days** from the receipt of this letter.

Under separate cover you will be receiving a packet from the City Ethics Commission containing information about the City's conflict of interest laws and a copy of the State Form 700/Statement of Economic Interests. You are required to complete and return this form **within 21 days** of your nomination to the City Ethics Commission, 200 North Spring Street, City Hall, 24th Floor, Los Angeles, California 90012. Any inquiries regarding this form should be directed to Shannon Prior at the Ethics Commission at (213) 978-1960.

Ms. Esther Hatch  
May 1, 2014  
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As part of the City Council confirmation process, you will need to meet with Joe Buscaino, your Councilmember, and Councilmember Jose Huizar, the Chair of the Planning and Land Use Management Committee, to answer any questions they may have. You will be hearing from a City Council committee clerk who will let you know when your appointment will be considered by the Planning and Land Use Management Committee. Some time thereafter, you will be notified by the committee clerk when your appointment will be presented to the full City Council for confirmation. Once you are confirmed, you will be required to take the oath of office in the City Clerk's Office in Room 395 of City Hall. Cary Gross with the Mayor's staff will assist you during the confirmation process if you have questions.

Commissioners must be residents of the City of Los Angeles. If you move at any point during your term, have any changes in your telephone numbers, or in the future plan to resign (resignation must be put in writing), please contact my office immediately.

Congratulations and thank you for agreeing to serve the people of Los Angeles.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Garcetti", with a stylized flourish at the end.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment I  
Ms. Esther Hatch  
May 1, 2014

**Nominee Check List**

**I. Within three days:**

- Get fingerprinted to complete a background check.**  
No appointment is necessary. Bring the Mayor's letter to:  
Background Unit of Employment Services Division, Personnel  
Department Building, 700 East Temple Street, Room 235, Los Angeles,  
California 90012. Phone: (213) 473-9343.

**II. Within seven days:**

Mail, fax or email the following forms to: Cary Gross, Office of the Mayor, Office of External Affairs, City Hall, 200 N. Spring Street, Los Angeles, CA 90012 or fax: 213-978-9719 or email: cary.gross@lacity.org.

- Remuneration Form**
- Undated Separation Forms**
- Background Check Release**
- Information Sheet/Voluntary Statistics**

**III. Within 21 days:**

File the following forms with the City Ethics Commission. *If you are required to file, you will receive these forms in the mail from that office.*

- Statement of Economic Interest ("Form 700")**  
*IMPORTANT:* The City Council will not consider your nomination until your completed form is reviewed by the Ethics Commission.
- CEC Form 60**

**IV. As soon as possible, the Mayor's Office will schedule a meeting with you and:**

- Your City Councilmember Joe Buscaino** (contact at 213-473-7015).
- Councilmember Jose Huizar, Chair of the Council Committee considering your nomination** (contact at 213-473-7014).

Staff in the Mayor's Office of External Affairs will assist you with these arrangements.