



ERIC GARCETTI  
MAYOR

August 12, 2015

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Patrica Alarcon to the East Los Angeles Area Planning Commission for the term ending June 30, 2019. Ms. Alarcon will fill the vacancy created by Tammy Membreno, who has resigned.

I certify that in my opinion Ms. Alarcon 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 blue ink, appearing to read 'E. Garcetti', written over a light blue circular stamp.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Patrica Alarcon  
**Commission:** East Los Angeles Area Planning Commission  
**End of Term:** 6/30/2019

### Appointee Information

1. **Race/ethnicity:** Latina
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 14 - East Los Angeles
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:**
7. **Occupation/profession:** Partner, The AP Group
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 End
Arellano, Christopher	East LA	1	Latino	M	18-Apr-14	30-Jun-18
Choi, Donna	East LA	14	Caucasian	F	21-Jan-14	30-Jun-16
Diel, Johann R.	East LA	14	Asian Pacific Islander	M	29-Apr-15	30-Jun-17
Stein, Teri	East LA	14	Caucasian	F	27-Mar-14	30-Jun-20

## **Patricia Alarcon Bio**

Patricia Alarcón is a partner with The AP Group, a consulting group specializing in Community Relations, Government Relations, Event Management, Project Management and Fundraising. Prior to joining The AP Group, she was the East Area Representative for the Office of Mayor Eric Garcetti. She is a successful community advocate, business partner and was an excellent local city representative for the City of Los Angeles. During her profession in both the public and private sector, she has been a constant advocate for arts, culture and education. Additionally, Patricia worked with the Office of USC Local Government Relations. She worked with the USC Specific Plan Team that lead the civic engagement components for the \$1 Billion USC Village construction project that would create millions of dollars of annual revenue for the city and 12,000 new jobs. She has worked extensively in the private sector in development, fundraising, corporate event planning and community outreach projects and was also a community outreach consultant and grant writer. Patricia prides herself on working with public-private partnerships to make a positive impact on the economic, cultural, artistic and educational development of Los Angeles.

Patricia was born in Boyle Heights, grew up in the East Area, from Estrada Courts to El Sereno, with her parents and four siblings. While in high school, she was determined to give back to her community and volunteered at Santa Teresita Church located in Ramona Gardens. Throughout her many years of volunteer work, she met activists from her community who made a huge impact on how she would pursue her career. Patricia was involved for over 10 years in community advocacy that entailed Co-Founding the first Northeast College Fair, previous Board Member to LA32 Neighborhood Council, LATA, Belmont Education Collaborative, BFA, TBAC and many more non profit organizations. Also, she has served as an Interim Executive Director for reputable nonprofit organizations in the City of Los Angeles. Last but not least, she has over 20 years experience in the private sector which includes consulting services. Most recently she followed her dream to pursue her higher education endeavor and presently attends Azusa Pacific University with a concentration in Business Management and Economics. As a partner with The AP Group, a woman owned company has given her the opportunity to follow her passion for entrepreneurship and continues to focus on making an impact in the City of Los Angeles and neighboring communities.



ERIC GARCETTI  
MAYOR

August 12, 2015



Dear Ms. Alarcon:

I am pleased to inform you that I hereby appoint you to the East Los Angeles Area Planning Commission for the term ending June 30, 2019. 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 Claudia Luna in my office at (213) 978-0621 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. Patrica Alarcon  
August 12, 2015  
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As part of the City Council confirmation process, you will need to meet with Jose Huizar, your Councilmember, and Chair of the Planning and Land Use Management Committee, to answer any questions he 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. Sometime 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. Claudia Luna 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 blue ink, appearing to read "E. Garcetti".

ERIC GARCETTI  
Mayor

EG:dlg

Attachment I  
Ms. Patrica Alarcon  
August 11, 2015

### 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: Legislative Coordinator, Office of the Mayor, Office of External Affairs, City Hall, 200 N. Spring Street, Los Angeles, CA 90012 or email: Claudia.Luna@lacity.org.

\_\_\_\_\_ **Remuneration Form**

\_\_\_\_\_ **Undated Separation Forms**

\_\_\_\_\_ **Background Check Release**

\_\_\_\_\_ **Commissioner 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 via email 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 Jose Huizar** (contact at (213) 473-7014).

\_\_\_\_\_ **Councilmember Jose Huizar, Chair of the Council Committee considering your nomination** (contact at (213) 473-7014).

Staff in the Mayor's Office of Intergovernmental Relations will assist you with these arrangements.