

ERIC GARCETTI
MAYOR

May 9, 2016

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Mona Sutton to the Harbor Area Planning Commission for the term ending June 30, 2021. Ms. Sutton will fill the vacancy created by Debra Baker, whose term will expire on June 30, 2016.

I certify that in my opinion Ms. Sutton 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', is positioned below the word 'Sincerely,'.

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Mona Sutton
Commission: Harbor Area Planning Commission
End of Term: 6/30/2021

Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 15 - Harbor
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:**
7. **Occupation/profession:** Owner-Operator, The Omelette and Waffle Shop
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):**

Commissioner	APC	CD	Ethnicity	Gender	Appt. Date	Term End
Harmatz, Mitchell	Harbor	15	Caucasian	M	19-Nov-13	30-Jun-19
Hatch, Esther	Harbor	15	Latina	F	01-May-14	30-Jun-20
Lane, Scott	Harbor	15	Caucasian	M	11-Jun-12	30-June-17
Ortiz, Alma	Harbor	15	Latina	F	05-Dec-14	30-Jun-18

Mona Sutton

Professional Experience:

1995 to Present:

Owner-Operator of The Omelette and Waffle Shop, a brick and mortar midtown restaurant project with over 20 years of success, attracting hungry people from all over Southern California.

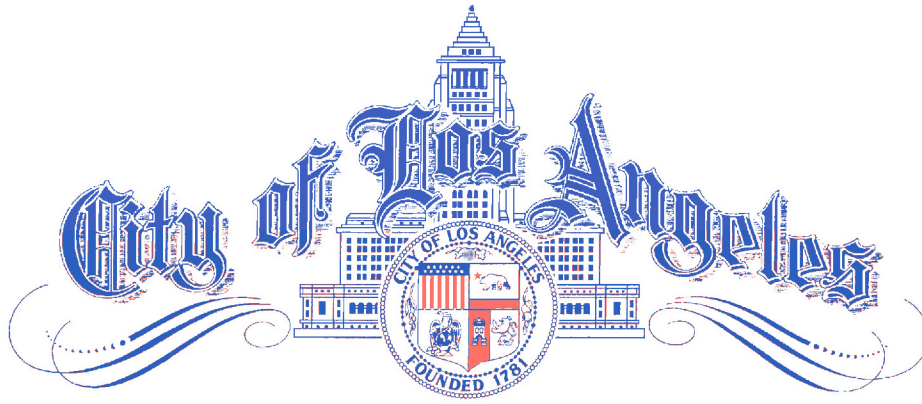
Civic Activism:

2006-Present:

- Community Partner and Co-chair of LAPD Harbor Division's Community Police Advisory Board. Community Advocate and liaison for San Pedro and the Harbor Area. The area Command's lead community spokesperson to the Los Angeles Police Commission and Compstat.
- Representing San Pedro and the Harbor Area Stakeholders. Working with command staff for the community's best interest for public safety, to elevate the level of police service to heighten quality of life issues.
- Began San Pedro's first police Business Watch in the greater Gaffey Corridor Business district, and co-partnered San Pedro's first Downtown business watch.
- Served on the San Pedro Peninsula Chamber of Commerce for six years and was appointed to their Executive Advisory Board. Partnering with Camilla Townsend to cultivate promotion of all business small and large in San Pedro.
- Executive chair of the San Pedro School Safety Collaborative board. Partnering with LAPD, LAUSD, The Boys and Girls Club, LAPD School Police, Toberman Gang intervention, and prevention, local school administrators, teachers and stakeholders. This board created collaboration between agencies that never before existed. We worked on problem solving for safer school campuses and neighborhoods.
- Formation member of the Gaffey Corridor PBID in the ongoing process to create our new business improvement district.
- Appointed member of Councilman Joe Busciano's Homeless Task Force
- Appointed to Mayor Garcetti's Great Streets project development board partnering with LANI thus creating the new Gaffey Corridor Great Streets Design Conceptual and General Plan. Current appointee to the Gaffey conceptual plan steering committee for phases 1-3.

Acknowledgements

- Former recipient of Assembly Woman Bonnie Lowenthal's Woman of Distinction Award for the 70th Assembly district.
- Two time recipient of San Pedro's Woman of the year award 2009 and 2016 SP Chamber of Commerce Women's History Month.
- 2016 recipient of 70th Assembly District Woman of Distinction awarded by Assemblyman Patrick O'Donnell
- 2016 recipient of the Extraordinary Citizen Award for the 35th Senate District awarded by Senator Isadore Hall



ERIC GARCETTI
MAYOR

May 9, 2016

Ms. Mona Sutton



Dear Ms. Sutton:

I am pleased to inform you that I hereby appoint you to the Harbor Area Planning Commission for the term ending June 30, 2021. 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 Nicole Enriquez at the Ethics Commission at (213) 978-1960.

Ms. Mona Sutton
May 9, 2016
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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. 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. Mona Sutton
May 9, 2016

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 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 Intergovernmental Relations will assist you with these arrangements.