

HOLLY L. WOLCOTT  
CITY CLERK

SHANNON HOPPE  
EXECUTIVE OFFICER

When making inquiries relative  
to this matter, please refer to  
the Council File No. **17-0014**

# City of Los Angeles CALIFORNIA



ERIC GARCETTI  
MAYOR

OFFICE OF THE  
CITY CLERK

**Council and Public Services Division**  
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BRIAN WALTERS  
DIVISION MANAGER

[clerk.lacity.org](http://clerk.lacity.org)

January 10, 2017

Dear Mr. Reyes:

RE: APPOINTMENT TO THE NORTH VALLEY AREA PLANNING COMMISSION

The Office of the City Clerk received the Mayor's letter appointing you to the North Valley Area Planning Commission. In order to expedite Council confirmation of your appointment, your attendance at the following meetings are needed:

- Planning and Land Use Management (PLUM) Committee meeting on **Tuesday, January 24, 2017** at 2:30 p.m., in the Edward R. Roybal Board of Public Works Session Room, Room 350, City Hall, 200 North Spring Street, Los Angeles, CA 90012.
- Los Angeles City Council meeting on **Tuesday, January 31, 2017** at 10:00 a.m., in the John Ferraro Council Chamber, Room 340, City Hall, 200 North Spring Street, Los Angeles, CA 90012, subject to the approval of the Council President.

In addition to appearing at the above confirmation hearings, you may consider doing the following as well:

- Contact the offices of Councilmember Jose Huizar at (213) 473-7014, Chair of the PLUM Committee, and Councilmember Mitchell Englander at (213) 473-7013, your elected official for the Council District in which you reside, to answer any questions they may have prior to your confirmation.
- Be prepared to answer questions as a part of Committee and Council consideration, including, but not limited to, your qualifications as they relate to this appointment, any potential conflicts or perceived conflicts of interest by you serving on this Commission and your understanding of the Department of City Planning including the issues it faces. The Policy on Commission Appointments is attached to this letter, which was adopted by Council and consists of their guidelines in considering appointments to commissions that they may discuss with you.

Please be advised that both the PLUM Committee and City Council reserve the right to continue this matter to a later date, subject to any time limit constraints.

If you have any questions or concerns, please feel free to contact me.

Sincerely,

Zina Cheng, Legislative Assistant  
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(213) 978-1537