

HOLLY L. WOLCOTT  
CITY CLERK

—  
SHANNON HOPPE  
EXECUTIVE OFFICER

When making inquiries relative  
to this matter, please refer to the  
Council File No. **16-0331**

# City of Los Angeles

CALIFORNIA



ERIC GARCETTI  
MAYOR

OFFICE OF THE  
CITY CLERK

**Council and Public Services Division**  
200 N. Spring Street, Room 395  
Los Angeles, CA 90012  
General Information: (213) 978-1133  
FAX: (213) 978-1040

—  
BRIAN WALTERS  
DIVISION MANAGER

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

August 30, 2017

## MEMORANDUM TO FILE

The purpose of this memo is to note for the record that the report submitted by Mayor relative to the reappointment of Joseph Cortez to the Harbor Area Planning Commission for the term ending June 30, 2022 pending City Council consideration is RECEIVED and FILED, inasmuch as the Mayor submitted a subsequent report, dated August 25, 2017, relative to Mr. Cortez's request to withdraw from further consideration his appointment to the Harbor Area Planning Commission. Council file No. 16-0331 is now closed.

Zina H. Cheng  
Deputy City Clerk