



KAREN BASS
MAYOR

March 24, 2023

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Fiona Hutton to the Board of Recreation and Parks Commissioners for the term ending June 30, 2024. Ms. Hutton will fill the vacancy created by Joseph Halper, who has resigned, effective April 15, 2023.

I certify that in my opinion Ms. Hutton 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 that reads 'Karen Bass'.

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Fiona Hutton
Commission: Board of Recreation and Parks Commissioners
End of Term: 6/30/2024

Appointee Information

1. **Race:** Caucasian
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 4 - South Valley
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** San Diego State University
7. **Occupation/profession:** Founder & CEO, Fiona Hutton & Associates (FHA)
8. **Experience(s) that qualifies person for appointment:** See attached resume/bio
9. **Purpose of this appointment:** Appointment
10. **Current composition of the commission (excluding appointee):**

Commissioner	APC	CD	Race	Gender	Term End
Sanchez, Luis	East LA	14	Latinx	M	6/30/2027
Bayne, Tafarai	South LA	10	African American	M	6/30/2025
Tran, Benny	Central	9	API	M	6/30/2026
Halper, Joseph	West LA	11	Caucasian	M	6/30/2024
Simril, Renata	South Valley	4	African American	F	6/30/2023



Fiona Hutton
Founder & CEO



With more than two decades of experience in California’s highly competitive and constantly evolving business, political, policy and regulatory landscape, Fiona Hutton founded and built one of the most successful and respected communications strategy and public affairs firms on the West Coast, [Fiona Hutton & Associates](#) (FHA) – an independent, non-partisan, certified woman-owned agency with offices in Sacramento and Los Angeles.

In her role as CEO, Fiona oversees a trusted and seasoned team of experienced strategists and issue advocates. From health equity to the digital divide, police reform and climate resiliency, FHA works on California’s toughest issues, providing innovative, reputable and results-driven service. The firm’s clients reflect a blue-chip roster ranging from private and nonprofit organizations to large government agencies and trade associations. Engagements focus on reputation management, corporate PR, litigation support, issue and policy advocacy, legislative campaigns, regulatory challenges and crisis communications.

Clients have included Sutter Health, AT&T, Comcast, Centene/Health Net, NextEra, Clear Channel Outdoor, Rodan + Fields, Chevron, ACT, Gold Star Foods, Western Dental, Sherwin-Williams, California Hospital Association, California Association of Health Plans, American Beverage Association, United Cannabis Business Association, CalCannabis, State Water Contractors, MWD of Southern California, LA Dept. of Water & Power, Southern California Public Power Authority, California Cable & Telecommunications Association, The Nature Conservancy, Association of Talent Agents, PORAC, California State Parks Foundation, Greater Los Angeles Zoo Association, LA County Metro, Personal Care Products Council and many more.

The high-quality expectations of FHA’s clients, much sought-after issue expertise, sophisticated engagements and consistent double-digit growth has earned FHA the 6th spot on PR Week’s Top 10 U.S. Public Affairs agencies, distinction as a Disruptor and Fastest Growing Company by the Los Angeles Business Journal, and a reliable book of award-winning and industry-recognized work. Fiona herself is consistently recognized as one of Capitol Weekly’s Top 100 most influential players in California politics, and regularly featured as a business entrepreneur and political commentator in national and statewide news outlets.

A California native and SDSU graduate, Fiona splits time between her residences in Los Angeles and Ojai. She serves on the boards of directors of the Los Angeles Area Chamber of Commerce, Open California/Capitol Weekly, Ojai Valley Land Conservancy and previously for the Valley Industry & Commerce Association and Sacramento Press Club. Fiona dedicates a significant amount of time to mentoring and women in leadership and has served as a mentor for the State Capitol-based She Shares.





KAREN BASS
MAYOR

March 24, 2023

Dear Ms. Hutton:

I am pleased to inform you that I hereby appoint you to the Board of Recreation and Parks Commissioners for the term ending June 30, 2024, subject to confirmation by the City Council. 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 contact my Commissions team by email at myr-commissions@lacity.org, to make arrangements for you.

To begin the appointment process, please review, sign, and return the enclosed Remuneration Form and Undated Separation Letters **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 all potential commissioners to be fingerprinted as part of the background check. The Commissions Team will assist in connecting you with the Personnel Background Unit so that you may schedule an appointment to have this done. You must schedule the appointment **within one week** of receiving this letter.

Should this apply to your Commission, 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 at 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 by email at nicole.enriquez@lacity.org.

Ms. Fiona Hutton
March 24, 2023
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As part of the City Council confirmation process, meetings will be offered to Nithya Raman, your Councilmember, and Councilmember Eunisses Hernandez, the Chair of the Neighborhoods and Community Enrichment 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 Neighborhoods and Community Enrichment 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.

Per the City Charter, 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 that reads "Karen Bass". The signature is written in a cursive, flowing style.

KAREN BASS
Mayor

KB:tga

Attachment I
Ms. Fiona Hutton
March 24, 2023

Nominee Check List

I. Within 7 days:

_____ Schedule an appointment to get fingerprinted to complete a background check. The Commissions team will assist in connecting you with the Personnel Background Unit.

_____ Email the completed forms, found on the last three pages of this letter, to: myr-commissions@lacity.org OR mail them to: Commissions Team, Office of the Mayor, City Hall – Room 303, 200 N. Spring Street, Los Angeles, CA 90012.

- Remuneration Form
- Undated Separation Letters

II. 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**

III. The Mayor’s Office will notify the below Councilmembers of your nomination, so that they may reach out to schedule a meeting with you should they wish.

_____ Your City Councilmember Nithya Raman

_____ Councilmember Eunisses Hernandez, Chair of the Council Committee considering your nomination