



KAREN BASS
MAYOR

May 20, 2024

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

Honorable Members:

Subject to your confirmation, I have reappointed Ms. Suzanne Manriquez to the Board of El Pueblo de Los Angeles Historical Monument Authority Commissioners for the term ending June 30, 2028. Ms. Manriquez's current term expires on June 30, 2024.

I certify that in my opinion Ms. Manriquez is especially qualified by reason of training and experience for the work which shall devolve upon her, and that I make the appointment solely in the interest of the City.

Sincerely,

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Suzanne Manriquez
Commission: Board of El Pueblo de Los Angeles Historical Monument
Authority Commissioners
End of Term: 6/30/2028

Appointee Information

1. **Race:** Latinx
2. **Gender:** Female
3. **Council District and neighborhood of residence:** 14 - East LA
4. **Are you a registered voter in the City of Los Angeles?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** Retired
7. **Occupation/profession:** B.A. Political Science, University of California, Santa Barbara
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Reappointment

10. Current composition of the commission:

Commissioner	APC	CD	Race	Gender	Term End
Chu, Brian	West LA	5	API	M	6/30/2025
Cardenas, Zelenne	South LA	8	Latinx	F	6/30/2026
Quon, Lori	West LA	11	API	F	6/30/2026
Romero, Marcial	South LA	9	Latinx	M	6/30/2025
Thomas, Aaron	East LA	1	African American	M	6/30/2025
Wirfs, John	East LA	1	API	M	6/30/2026
Perez, Liliana	East LA	13	Latinx	F	6/30/2025
Manriquez, Suzanne	East LA	14	Latinx	F	6/30/2024
VACANT					6/30/2024

Suzanne Denise Manriquez

Education

1978 University of California, Santa Barbara, B.A. Political Science

Professional Experience

December 2014-October 2020:

Regional Manager: Los Angeles County, Workforce Development, Aging & Community Services:

Responsible for oversight and supervision of four Senior and Community Centers in the Antelope Valley, Altadena and Santa Clarita. Provided administrative support and supervised Center Directors. Coordinated Center operations to ensure compliance with and attainment of departmental goals and objectives. Worked on site at each center on a weekly basis, assisting in the development of each Centers' diverse programming and services.

October 2001-December-2014:

Senior Field Deputy, Los Angeles County Supervisor, Gloria Molina:

Responsible for providing responsive constituent services and advocacy for First District residents. Represent the Supervisor at meetings and events; develop relations with community stakeholders and identify issues and concerns to provide recommendations and implementation of related response. Served as community liaison to City of Los Angeles and East Los Angeles residents during construction of the Eastside Gold Line. Assigned areas have included the Cities of Los Angeles, Claremont, Baldwin Park, Irwindale, and Pico Rivera. and unincorporated Avocado Heights/ Bassett; and the Azusa/Covina-Islands.

February 1995-January 2001:

District Director: California State Assembly Speaker Antonio R. Villaraigosa: Supervised, trained and recruited District staff to provide constituent services and advocacy in State services and regulatory agencies. Represented the Member at events and meetings, developed and cultivated relations with stakeholders and elected and community leaders, organized large scale District events (Health, Literacy, At Risk Youth sports events, Town Halls).

1993- February 1995:

Workers' Compensation, Rehabilitation Services Evaluator: Buenaventura Evaluation & Testing (Mission Hills/Ventura California). Tested academic and physical tolerances of injured workers; assessed career interest and aptitude levels and provided analysis with recommendations for potential training and future employment opportunities to rehabilitation counselors.

1990-1993:

Vice President, Macondo Leasing, (Downtown Los Angeles): Administered equipment leasing contracts, issued billings and prepared inventory and sales reports. Developed relations with business related organizations

1988-1990:

Field Representative, California State Assemblymember Bob Epple (Downey/Norwalk): Developed and maintained relations with community, non-profit service agency representatives, education and business leaders.

1988:

Special Projects Director, Center for Participation in Democracy (Los Angeles); Organized voter registration activities and events for State wide voter registration organization's one year drive targeting underrepresented populations of minority and youth sectors. In Los Angeles: Recruited volunteers and community organizations to participate in weekend registration drives and coordinated related statewide promotional events in five target cities.

1985-1988:

Executive Director, California Chicano News Media Association: Directed a staff of five based at the USC School of Journalism to serve as a professional association of Chicano (aka Latino) journalists. Organized the annual scholarship banquet to raise funds for aspiring journalists; supervised Job Bank connecting employers with qualified journalism/public relations applicants; supervised annual one week Journalism Workshop at Cal State Northridge

1984:

Community Relations Officer, Los Angeles Olympic Organizing Committee: Community outreach and promotion to communities in the vicinity of competition venues (East Los Angeles/Monterey Park-Field Hockey, Pasadena-Soccer, CSULA (Judo), Dodger Stadium (Baseball-Demo Sport). Organized promotional rallies, sports demonstrations, street banner installations,

1981-1984:

General Manager, KUBO FM, Bilingual Public Radio Station, Salinas, California (Voces Unidas Bilingual Broadcasting Foundation)

As the new station's Communications Specialist conducted outreach and volunteer recruitment campaign to promote new media outlet and secure volunteer programming staff, and community and business support. Promoted to training program as Assistant Station Manager responsible for grant writing, corporate donor and local business sponsorship solicitation. Promoted to General Manager and supervised staff of eight full time paid and over 50 part time volunteer staff. Responsible for fundraising, financial and personnel oversight, fostering local community and business relations and maintaining

compliance with FCC regulations. Networking with Regional, State and national public radio networks.

1978-1981:

Director of Public Affairs, National Association of Farmworker Organizations, Washington. D.C. Wrote and edited weekly and quarterly bilingual newsletter for this organization focused on providing advocacy and representation to organizations involved in field labor standards, re-training programs, rural development, and safety and education programs. Responsible for media relations including organizing quarterly press campaigns in cities where Board meetings and conferences were held (Seattle, Washington, Media relations for

1974-1978

Accounting Clerk, Associated Students UC Santa Barbara: Processed and approved all expenditures for Associated Student Government, campus and student arts programs.

Community Service:

March 21, 2023 to present:

Commissioner, El Pueblo De Los Angeles Historical Monument Commission

February, 2023 to present:

Boardmember: Friends of the Altadena Senior Center, incorporated non-profit entity providing supplemental funding for supportive services and social and educational opportunities for Center participants.

2007-2009

Commissioner, Quality and Productivity Commission, City of Los Angeles

Former Board Member and President, Family Counseling Services of the West San Gabriel Valley 1986-1997

East Los Angeles College, President's Community Advisory Board 1985-1989

Big Brothers/Big Sisters of Los Angeles and the Inland Empire: Latina Advisory Council 1997-2004; Board Member 2002-2004 (initially Big Sisters until the merger of the two organizations)

1976-1978 President, A.F.S.C.M.E. Union Local 673, UC Santa Barbara employee chapter



KAREN BASS
MAYOR

May 20, 2024

Dear Ms. Manriquez:

I am pleased to inform you that I am reappointing you to the Board of El Pueblo de Los Angeles Historical Monument Authority Commissioners for the term ending June 30, 2028, subject to confirmation by the City Council.

To begin the reappointment process, please review, sign, and return the enclosed Remuneration Form and undated Letters of Separation **within one week** of receiving this letter. These documents are necessary to ensure the most efficient, open, and accountable city government possible.

As part of the reappointment process, Kevin De Leon, your Councilmember, and Councilmember Eunisses Hernandez, the Chair of the Neighborhoods and Community Enrichment Committee, may wish to meet with you to answer any questions they have. Our office will assist with arranging these meetings.

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 via the California Fair Political Practices Commission's eDisclosure website, or by mailing the forms to City Hall at 200 N. Spring Street, 24th Floor, Los Angeles, California 90012. Any inquiries regarding this form should be directed to Nicole Enriquez at the City Ethics Commission by email at nicole.enriquez@lacity.org.

Additionally, you will be required to attend public meetings at City Hall where your reappointment will be considered. You will be hearing from our office and a City Council Clerk who will let you know when your reappointment will be considered by the Neighborhoods and Community Enrichment Committee. Sometime thereafter, you will be notified of the date when your reappointment will be presented to the full City Council. Immediately following the meeting, you will again be required to take the Oath of Office in the City Clerk's Office located in Room 395 of City Hall. If you require parking for these meetings, please contact my Commissions team by email at myr-commissions@lacity.org.

Ms. Suzanne Manriquez
May 20, 2024
Page 2

Per the City Charter, most commissioners must be registered voters of the City of Los Angeles, and must therefore reside within Los Angeles. If you move at any point during your term, or your contact information changes, please contact my Commissions team immediately at the email listed below. While we hope that you complete a successful term, if for some reason you intend to resign, please do so in writing to my Commissions team at myr-commissions@lacity.org.

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 fluid and cursive, with the first name "Karen" and the last name "Bass" clearly distinguishable.

KAREN BASS
Mayor

KB:tga

Attachment I
Ms. Suzanne Manriquez
May 20, 2024

Nominee Check List

I. Within 7 days:

- ☐ Email the below completed documents, found on the last three pages of this letter, to: myr-commissions@lacity.org OR mail them to:

Office of the Mayor
Attn: Thomas Arechiga
200 N. Spring Street, Room 303
Los Angeles, CA 90012

- Remuneration Form
- Undated Separation Letters (2)

II. Before your appointment is heard in committee or full council (you will be contacted by the Clerk's Office with this date):

- ☐ 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. Be sure to take no more than 21 days to file, per City law.

- 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 Kevin De Leon
- ☐ Councilmember Eunisses Hernandez, Chair of the Council Committee considering your nomination

IV. Public Meetings at City Hall:

- ☐ Neighborhoods and Community Enrichment Committee Hearing
- ☐ Full Council Hearing