



**ERIC GARCETTI**  
**MAYOR**

October 25, 2019

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

Honorable Members:

Subject to your confirmation, I have appointed Mr. Elvin W. Moon to the Board of Building and Safety Commissioners for the term ending June 30, 2022. Mr. Moon will fill the vacancy created by Eleanor Felicia Brannon, who has resigned.

I certify that in my opinion Mr. Moon is qualified for the work that will devolve upon him, 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', with a horizontal line extending to the right.

**ERIC GARCETTI**  
Mayor

EG:dlg

Attachment

**COMMISSION APPOINTMENT FORM**

**Name:** Elvin W. Moon  
**Commission:** Board of Building and Safety Commissioners  
**End of Term:** 6/30/2022

**Appointee Information**

- 1. **Race/ethnicity:** African American
- 2. **Gender:** Male
- 3. **Council district and neighborhood of residence:** 11 - West
- 4. **Are you a registered voter?** Yes
- 5. **Prior commission experience:** Board of Building and Safety Commissioners, West Los Angeles Area Planning Commission
- 6. **Highest level of education completed:**
- 7. **Occupation/profession:** CEO, E.W. Moon, Inc. Infrastructure Group
- 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	Term End
Ambatielos, Evangelos P.	Central	5	Caucasian	M	30-Jun-21
Geaga-Rosenthal, Joselyn	Central	13	Asian Pacific Islander	F	30-Jun-24
Hovaguimian, George	South Valley	4	Caucasian	M	30-Jun-22
Nunez, Javier	North Valley	7	Latino	M	30-Jun-20



## RESUME

**Elvin W. Moon**  
Chief Executive  
Officer

Mr. Elvin W. Moon, CEO of the firm, has a strong background in management and managing multi-faceted projects. His expertise includes over 30 years working for various Fortune 500 engineering and construction management firms.

Mr. Moon has served on several prestigious board positions since 1983 and they are as follows:

**Education:**

1982 MBA,  
Pepperdine  
University,  
Malibu, California

1971 B.S.,  
Business  
Administration,  
University of  
Arkansas, AR

- ✓ Mr. Moon was appointed on March 21, 2017 by the Los Angeles County Board of Supervisors to the Los Angeles County Regional Planning Commission.
- ✓ Mr. Moon was appointed November 7, 2003 by Former Governor Grey Davis of California to the *Mount San Jacinto Winter Park Authority, Palm Springs, California Aerial Tramway*. Elected Chairman of the Board in January 2007
- ✓ Mr. Moon was appointed on the Board of Directors of Woodard and Curran, Portland Maine in 2002 to 2006.
- ✓ Mr. Moon received the MBI-Minority in Business Entrepreneurial Spirit Award in 2004 at the 9<sup>th</sup> Annual Multicultural Prism Award Gala by the Minority in Business Magazine, Inc.
- ✓ Mr. Moon received the Business Entrepreneur Award Recognition in February 28, 2003 by the Torrance Area of Chamber of Commerce in California.
- ✓ Mr. Moon was appointed to the *West Los Angeles Area Planning Commission* by Former Mayor James Hahn of Los Angeles, California on September 19, 2002 for a five-year term.
- ✓ Mr. Moon was appointed in December 1999 by Former Governor Grey Davis of California to the *California Workforce Investment Board*. The Board works with the California Employment Development Department in creating job-training programs for local communities.
- ✓ Mr. Moon was appointed in September 1999 by Former California Insurance Commissioner Chuck Quackenbush to the *California Insurance Education Project Board of Directors*. The California Insurance Education Project was a non-profit corporation that had been created to expand public awareness about issues relating to the insurance industry.
- ✓ Mr. Moon was appointed on August 13, 1997 by Former President Bill Clinton to the *Advisory Committee on Critical Infrastructure Protection*. The Former President's Commission was established in July 1996 to examine both physical and electronic "cyber" threats to key U.S. infrastructures (Telecommunications, energy, banking and finance, transportation, emergency services, etc.). The commission developed a comprehensive national strategy for infrastructure assurance. The Advisory Committee was made up of infrastructure industry executives and other private-sector leaders that advised and supported the Commission.
- ✓ Mr. Moon was appointed on February 13, 1995 by Former President Bill Clinton to serve



**E.W. MOON, INC.**

INFRASTRUCTURE GROUP  
MBE • SBE • DBE

on the *Board of Directors for the Federal Home Loan Bank of San Francisco*.

- ✓ Mr. Moon served as Commissioner on *the Los Angeles City Board of Building and Safety*. He was appointed by the Former Mayor Tom Bradley of Los Angeles, California from 1983 to 1987.

*Mr. Moon's involvement with professional associations include:*

- Board Member, Transportation Business Advisory Council (TBAC) of the Los Angeles County Metropolitan Transportation Authority (LACMTA);
- Board Member, American Public Transit Association (APTA);
- Commendation Resolution, Community Affairs, California State Assembly;
- Member, National Urban League;
- Board Member, United Negro College Fund



**ERIC GARCETTI**  
**MAYOR**

October 25, 2019

Dear Mr. Moon:

I am pleased to inform you that I hereby appoint you to the Board of Building and Safety Commissioners for the term ending June 30, 2022. 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.

Mr. Elvin W. Moon  
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As part of the City Council confirmation process, you will need to meet with Mike Bonin, your Councilmember, and Councilmember Marqueece Harris-Dawson, 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 black ink, appearing to read "E. Garcetti", with a horizontal line extending to the right and a small mark at the end.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment I  
Mr. Elvin W. Moon  
October 25, 2019

### 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 or email the following forms to: Claudia Luna, Office of the Mayor, Office of Legislative and 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 Mike Bonin**
- Councilmember Marqueece Harris-Dawson, Chair of the Council Committee considering your nomination.**

Staff in the Mayor's Office will assist you with these arrangements.