



**ERIC GARCETTI**  
**MAYOR**

March 10, 2020

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Patricia Alarcon to the El Pueblo de Los Angeles Historical Monument Authority for the term ending June 30, 2021. Ms. Alarcon will fill the vacancy created by Jacqueline Le Kennedy, who has resigned.

I certify that in my opinion Ms. Alarcon 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, appearing to read "E. Garcetti", with a horizontal line extending to the right.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Patricia Alarcon  
**Commission:** El Pueblo de Los Angeles Historical Monument Authority  
**End of Term:** 6/30/2021

### Appointee Information

1. **Race/ethnicity:** Latina
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 14 - East
4. **Are you a registered voter?** Yes
5. **Prior commission experience:** East Area Planning Commission
6. **Highest level of education completed:**
7. **Occupation/profession:** Recruitment and Relationship Manager, USC Educational Partnerships Department
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
Samarjian, Natalie	Central	4	Armenian	F	30-Jun-22
DiCostanzo, Salvatore	Harbor	15	Caucasian	M	30-Jun-22
Preigo, Jessica	Central	4	Latina	F	30-Jun-21
Louie, David W.	East LA	13	Asian Pacific Islander	M	30-Jun-22
Marez, Jesse	East LA	14	Latino	M	30-Jun-20
Collado, Gerlie	North Valley	12	Asian Pacific Islander	F	30-Jun-21
Vasquez, Dulce	Central	14	Latina	F	30-Jun-20
Vinson, Robert	North Valley	12	Latino	M	30-Jun-21



## **Patricia Alarcón**

Patricia Alarcon serves as the Recruitment and Relationship Manager for the USC Educational Partnerships Department, leading efforts to create and nurture relationships internally at USC and externally with community program partners in the non-profit, private and public sectors. She provides fundraising and development support to the annual USC McMorrow NAI Gala and proudly serves in an elected position for the 2018-2020 USC Staff Assembly.

Prior to joining USC, she was the East Area Director for the Office of the Mayor Eric Garcetti. A effective community advocate, business partner and local city representative for the City of Los Angeles. Successfully managed programs, fundraising, events and convened the private sector, nonprofit and community for a prosperous outcome. A constant advocate for East and Northeast Los Angeles communities in the areas of Education, Economics and the Arts.

Previous to her work with the Office of the Mayor, she dedicated work to the Office of USC Local Government Relations, a member of the USC Specific Plan Team that established and executed the civic engagement initiatives for the \$1 Billion USC Village construction project that would create millions of dollars of annual revenue for the city and 12,000 new jobs.

Patricia is a proud Angeleno, born at LAC+USC (Boyle Heights) and grew up in Boyle Heights and El Sereno. Attended local schools from City Terrace Elementary, El Sereno Jr. High to Wilson High School and graduate of Azusa Pacific University (APU). Presently taking courses at APU to fulfill her higher education passion & journey towards a Masters of Arts in Leadership.

For over 20+ years, she has served her East Area community and has been honored serve on many non-profit boards, advisory boards and fundraising committees. Most recently, she was part of the HOPE Latina History Day Committee, Hollenbeck PALS Gala Committee and Board Member at Barrio Action Youth and Family Services. She has worked extensively in the private sector in development, fundraising, corporate event planning and community outreach projects and was also a community outreach consultant and grant writer. Patricia prides herself on working with public-private partnerships to make a positive impact on the economic, cultural, artistic and educational development of Los Angeles.

Patricia Alarcon was honored to have served on the East LA Planning and Land Use commission for the City of Los Angeles, appointed by Los Angeles Mayor Eric Garcetti from 2015- 2019.

## Organizations:

USC, Hollenbeck PALS, CASA0101, Antioch Youth Program-AMP Studios/Highland Park, National Latina Womens Business Association, Women in Management @ USC, Victory Outreach, Urban 360, Plaza de la Raza, Ramon Gardens Community Programs, Boys and Girls Club of Ramona Gardens, Llincoln Heights Senior Center, Lummis Day Foundation, Northeast Veterans Parade, Operation Back to School/B.C. Norte - Mexico, Tierra Blanca Art Center (TBAC), Mexican Cultural Institute of Los Angeles, Alliance for A Better Community, Los Angeles Theatre Academy, USC Community Relations, , KIPP LA, Multnomah Elementary, St. Alphonsus Elementary School, Barrio Action Youth & Family Center (College Fairs), Bilingual Foundation of the Arts, El Sereno Community Garden, WCVI, L.A. Cash for College, Latino Book and Family Festival, CSULA, Neighborhood Council LA32, Mujeres de la Tierra, Belmont Education Collaborative, El Pueblo Historical Monument, OSMAF-Olvera Street Merchants Assoc., local city, state and federal offices and many more.



March 10, 2020

Dear Ms. Alarcon:

I am pleased to inform you that I hereby appoint you to the El Pueblo de Los Angeles Historical Monument Authority for the term ending June 30, 2021. 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.


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As part of the City Council confirmation process, you will need to meet with Jose Huizar, your Councilmember, and Councilmember David Ryu, the Chair of the Health, Education, Neighborhood, Parks, Arts, and River 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 Health, Education, Neighborhood, Parks, Arts, and River 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 dark ink, appearing to read "E. Garcetti", with a horizontal line extending to the right.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment I  
Ms. Patricia Alarcon  
March 10, 2020

### 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 Jose Huizar**  
\_\_\_\_\_ **Councilmember David Ryu, Chair of the Council Committee  
considering your nomination.**

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