



KAREN BASS  
MAYOR

January 30, 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. Elizabeth Zamora to the City Planning Commission for the term ending June 30, 2023. Ms. Zamora will fill the vacancy created by Yvette Lopez-Ledesma, who has resigned.

I certify that in my opinion Ms. Zamora is qualified for the work that will 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:** Elizabeth Zamora  
**Commission:** City Planning Commission  
**End of Term:** 6/30/2023

### Appointee Information

1. **Race:** Latinx
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 10 - South LA
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** MBA, Pepperdine University
7. **Occupation/profession:** Chief Executive Officer, Bright Prospect College Access
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):**

Commissioners	APC	CD	Ethnicity	Gender	Term End
Vacant					30-Jun-25
Choe, Caroline	Central	14	Asian Pacific Islander	F	30-Jun-26
Mack, Karen	Central	4	African American	F	30-Jun-25
Leung, Helen	East	13	Asian Pacific Islander	F	30-Jun-23
Millman, Samantha	South Valley	4	Caucasian	F	30-Jun-24
Vacant					30-Jun-23
Hornstock, Jenna	East	13	Caucasian	F	30-Jun-22
Perlman, Dana	Central	5	Caucasian	M	30-Jun-22
Vacant					30-Jun-24

**Elizabeth Zamora**



Elizabeth Zamora is the Chief Executive Officer of Bright Prospect, a college access and completion program working with high school students and college students nationwide. Bright Prospect supports low-income, first-generation students to get to and through college. Serving thousands of high school and college students, every Bright Prospect student receives college readiness programming, one-on-one coaching, application assistance, financial assistance and ongoing mentoring from peers and professionals from ninth grade to college graduation.

Zamora previously worked in healthcare, as Executive Director of Women's and Children's Health Development at Cedars-Sinai Medical Center and as Executive Director of Development and Alumni Relations at the UCLA School of Nursing.

An active community leader, she is presently a member of the West Adams Terrace Historic Preservation Overlay Zone within the Los Angeles City Planning Office of Historic Resources and previously served as the Chair of the Planning and Land Use Committee for the Del Rey Neighborhood Council.

Zamora is presently the Chair of the Board of the Play Equity Fund established by the LA84 Foundation, and the Chair of the Board of Western University of Health Sciences. She is presently a Board Trustee at the Westside Neighborhood School and a past board member of Bright Star Schools. In addition, she is the Co-Chair of the Los Angeles Area Chamber of Commerce Education and Workforce Development Policy Council.

Zamora grew up in the Del Rey neighborhood of Los Angeles, is a graduate of Middlebury College, and went on to earn her Masters of Business Administration from Pepperdine University. She resides in the West Adams neighborhood of Los Angeles.



KAREN BASS  
MAYOR

January 30, 2023

Dear Ms. Zamora:

I am pleased to inform you that I hereby appoint you to the City Planning Commission for the term ending June 30, 2023. 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](mailto: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](mailto:nicole.enriquez@lacity.org).

Ms. Elizabeth Zamora  
January 30, 2023  
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As part of the City Council confirmation process, meetings will be offered to Heather Hutt, 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.

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

KAREN BASS  
Mayor

KB:tga

Attachment I  
Ms. Elizabeth Zamora  
January 30, 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](mailto: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 Heather Hutt

\_\_\_\_\_ Councilmember Marqueece Harris-Dawson, Chair of the Council Committee considering your nomination