



KAREN BASS
MAYOR

February 28, 2023

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

Honorable Members:

Subject to your confirmation, I have appointed Mr. Alan Greenlee to the newly created House LA Citizens Oversight Committee for the term ending June 30, 2026.

I certify that in my opinion Mr. Greenlee is qualified for the work that will devolve upon him, and that I make the appointment solely in the interest of the City.

Sincerely,

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Alan Greenlee
Commission: House LA Citizens Oversight Committee
End of Term: 6/30/2026

Appointee Information

1. **Race:** Caucasian
2. **Gender:** Male
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:** B.A., Government, University of Texas at Austin
7. **Occupation/profession:** Executive Director, Southern California Association of Non-Profit Housing (SCANPH)
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):**

Alan Greenlee



EXPERIENCE

Southern California Association of NonProfit Housing, Los Angeles, CA - Executive Director

October 2012 – PRESENT

Represent the interests of the Southern California nonprofit affordable housing industry in public policy contexts. Manage all operational aspects of the organization. Act as primary fundraiser for the organization. Oversee a staff of eleven and five consultants.

Achievements

Successfully secured billions in public sector funds resulting in the development of approximately 30,000 homes for low-income households. Funding allocations have been acquired from municipal, county, state and federal government levels. Stabilized and strengthened the organization's financial position from annual operating deficits to almost \$2 million cash on hand and increased the staff from four to eleven. Diversified the organization's activities to include organizing of affordable housing residents to support civic engagement activities and developing a consultancy that provides technical support for local governments as they seek to adopt "pro-housing" land use and housing finance programs.

Solar Network Solutions, Los Angeles, CA - Director of Business Development and Co-Founder

October 2011 - September 2012

Developed market-leading technology to monitor the operations and quantify the performance of distributed photovoltaic electrical power generation systems. Developed prospects, marketed to and engaged potential manufacturing and product utilization clients.

One Economy Corporation, Los Angeles, CA - Vice President

April 2002 - September 2011

Advocated in state governments for policies to diminish the digital divide for low-income families and individuals. Managed a team of 26 operations personnel nationwide. Created a data network integration function in California to provide low-income households to free in-home broadband. Collaborated on the development of online personal empowerment content targeted at low-income audiences intended to help them join the economic mainstream.

Achievements

Changed public policy in 42 states to encourage the provision of free Internet service in affordable housing. Connected over 28,000 low-income households to free in-home Internet access. Raised approximately \$5 million in charitable contributions to support organizational operations.

Enterprise Community Partners, Washington, DC & Los Angeles, CA - Director of Public Policy

1996 – 2002

Working with organizational leadership, considered and developed annual public policy plans for community development laws and regulations at the state and federal levels. Provided subject matter expertise for the US Congress, the federal Department of Housing and Urban Development, the Department of the Treasury and bank regulatory agencies on the implementation, utilization and enhancement of federal low-income housing tax credit, new markets tax credit programs and other housing and community development laws and regulations. Managed an office of four and two consultants.

Achievements

Established the Capacity Building program (1998) – a federal grant program that supports Community Development Corporations nationwide providing almost one half billion dollars to community based organizations serving low income populations nationwide. Implemented this first program in the country that acquired Federal Housing Administration foreclosed single-family properties and sold them to low-income first-time homebuyers after substantial renovations managed by community based nonprofits.

American Bankers Association, Washington, DC - Legislative Representative 1995 – 1996

Represented the interests of community development banks to federal legislative and regulatory audiences.

Freddie Mac, Washington, DC - Legislative Representative 1989 – 1995

Supported the government and industry relations team by monitoring and researching relevant legislative matters.

United States Senate Committee on Finance, Washington, CA - Legislative Assistant 1988 – 1989

Provided legislative research for committee staff. Responded to constituent inquiries about issues under the committee's purview.

EDUCATION

University of Texas at Austin
Bachelor of Arts, Government
December 1988



KAREN BASS
MAYOR

February 28, 2023

Dear Mr. Greenlee:

I am pleased to inform you that I hereby appoint you to the House LA Citizens Oversight Committee for the term ending June 30, 2026. 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.

Mr. Alan Greenlee
February 28, 2023
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As part of the City Council confirmation process, a meeting will be offered to Nithya Raman, your Councilmember and the Chair of the Housing and Homelessness Committee, to answer any questions she 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 Housing and Homelessness 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
Mr. Alan Greenlee
February 28, 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 and Chair of the Council Committee considering your nomination, Nithya Raman