



KAREN BASS
MAYOR

March 21, 2023

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

Honorable Members:

Subject to your confirmation, I have appointed Hon. Lucille Roybal-Allard to the Board of Harbor Commissioners for the term ending June 30, 2023. Hon. Roybal-Allard will fill the vacancy created by Lucia Moreno-Linares, whom I removed effective May 1, 2023.

I certify that in my opinion Hon. Roybal-Allard 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 that reads "Karen Bass".

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Lucille Roybal-Allard
Commission: Board of Harbor Commissioners
End of Term: 6/30/2023

Appointee Information

1. **Race:** Latinx
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 14 - Central
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** California State University, Los Angeles
7. **Occupation/profession:** Former Member of the U.S. House of Representatives, California
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):**

Lucille Roybal-Allard was a member of the U.S. House, representing California's 40th Congressional District. She assumed office on January 3, 2013. She left office on January 3, 2023.

Roybal-Allard (Democratic Party) ran for re-election to the U.S. House to represent California's 40th Congressional District. She won in the general election on November 3, 2020.

On December 20, 2021, Roybal-Allard announced she would not seek re-election in 2022.

Roybal-Allard was first elected to the House in 1992 to represent California's 33rd Congressional District, which she represented until 2003. She represented California's 34th Congressional District from 2003 to 2013. Roybal-Allard began her political career in the California State Assembly, where she served from 1987 to 1992.



KAREN BASS
MAYOR

March 21, 2023

Dear Hon. Roybal-Allard:

I am pleased to inform you that I hereby appoint you to the Board of Harbor Commissioners for the term ending June 30, 2023, subject to confirmation by the City Council. 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.

Hon. Lucille Roybal-Allard
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As part of the City Council confirmation process, meetings will be offered to Kevin de León, your Councilmember, and Councilmember Traci Park, the Chair of the Trade, Travel, and Tourism 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 Trade, Travel, and Tourism 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.

Per the City Charter, 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 last name "Bass" clearly distinguishable.

KAREN BASS
Mayor

KB:tga

Attachment I
Hon. Lucille Roybal-Allard
March 21, 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 Kevin de León

_____ Councilmember Traci Park, Chair of the Council Committee considering your nomination